

BOARD OF SUPERVISORS

Brown County



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HUMAN SERVICES COMMITTEE

Patrick Evans, Chair

Carole Andrews, Vice Chair

Steve Fewell, Pat Moynihan Jr., Pat La Violette,
Pat Wetzel, Jesse Brunette

HUMAN SERVICES COMMITTEE

Wednesday, September 28, 2011

6:00 p.m.

Rm. 200, Northern Building

305 E. Walnut Street

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of August 24, 2011.

Comments from the Public

Report from Human Services Chair, Patrick Evans

1. Review Minutes of:

- a. Aging & Disability Resource Center Personnel Committee (August 18, 2011).
- b. Aging & Disability Resource Center (August 25, 2011).
- c. Children with Disabilities Education Board (August 24, 2011).
- d. Human Services Board (July 28, 2011 & August 11, 2011).
- e. Veterans' Recognition Subcommittee (August 16, 2011).

Veteran's Services.

2. Budget Adjustment (11-107): Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services.

Aging and Disability Resource Center

3. Operating Expenses, Contracts and Revenue Reports, June 30, 2011

Human Services Dept.

4. Executive Director's Report.
5. Financial Report for Community Treatment Center and Community Programs.
6. Monthly Inpatient Data – Community Treatment Center and Bellin Psychiatric Center.
7. Approval for New Non-Continuous Vendor.
8. Request for New Vendor Contract.
9. Monthly Contract Update.

Syble Hopp – No agenda items.

Health Department – No agenda items.

Other

10. Audit of bills.

11. Such other Matters as Authorized by Law.

Patrick Evans, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

PROCEEDINGS OF THE BROWN COUNTY
HUMAN SERVICES COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Human Services Committee** was held on Wednesday, August 24, 2011 in Room 200, Northern Building, 305 East Walnut Street, Green Bay, Wisconsin

Present: Pat Evans, Carole Andrews, Jesse Brunette, Pat Moynihan, Pat La Violette
Excused: Pat Wetzel, Steve Fewell
Also Present: Brian Shoup/Tim Schmitt – Human Services
Troy Streckenbach, County Executive
Other Interested Parties

I. Call Meeting to Order:

The meeting was called to order by Chairman Pat Evans at 6:00 p.m.

II. Approve/Modify Agenda:

Motion made by Supervisor La Violette, seconded by Supervisor Andrews to approve the agenda. Vote taken. MOTION CARRIED UNANIMOUSLY

III. Approve/Modify Minutes of June 22, 2011:

Motion made by Supervisor Andrews, seconded by Supervisor Brunette to approve the minutes. Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public:

Steve and Sandy Halloran, 119 Main Street, Wrightstown, Wisconsin addressed the committee with regard to the PALS Program. They have been involved in the program for four years and are of the understanding that due to fiscal situations and budget cuts, the PALS program could be one of the programs that may suffer cuts. They wished to reinforce their belief that this has been a very valuable program and they look at it as an investment in the youth of Brown County. They spend a great deal of time with their pal through the mentoring program and they urged this committee to bring their message to the County Board at budget time to reinforce the importance of this program.

Supervisor La Violette thanked the Hallorans for their work with the PALS Program and stated she would not support any cuts in Human Services programs. Chair Evans thanked the Hallorans for coming and sharing their strong message and suggested that they consider writing a letter which could be shared with all supervisors to let them know their concerns.

Report from Human Services Chair, Patrick Evans:

Chair Evans stated that the Human Services Committee is in the toughest position at budget time as they have the largest portion of the County budget and deal with budget needs that directly impact the lives of members of our community.

1. **Review Minutes of:**

- a. **Aging & Disability Resource Center (June 23, 2011 & July 28, 2011)**
- b. **Children with Disabilities Education Board (July 27, 2011)**
- c. **Community Options Program Planning Committee (July 25, 2011)**
- d. **Human Services Board (June 9, 2011)**
- e. **Veterans' Recognition Subcommittee (June 21, 2011 & July 19, 2011)**

Motion made by Supervisor Moynihan, seconded by Supervisor Andrews to receive and place on file Items 1a through 1e. Vote taken. MOTION CARRIED UNANIMOUSLY

Community Partnership for Children:

2. **Presentation re: Healthy Families Program.**

Sarah Inman of the Brown County United Way shared a power point presentation regarding the Healthy Families Program, a copy of which is attached. The United Way was further represented at the meeting by Adam Hardy and Gregg Hetue, The Community Partnership For Children was represented by Dennis Hogan and Randall Lawton. Family Services was represented by Tom Martin and the Brown County Healthy Families program was represented by Bonnie Phernetton and Angela Steuck.

Motion made by Supervisor Andrews, seconded by Supervisor La Violette to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Syble Hopp:

3. **Director's Report.**

Syble Hopp School Administrator Barb Natelle distributed Syble Hopp yearbooks. She stated that staff has already reported back to school and is anxious to have the students back in the classrooms. The first day of school will be on Thursday, September 1. Natelle also reported that there are some challenges with the Highway 41 construction project going on but they are adjusting.

Motion made by Supervisor La Violette, seconded by Supervisor Andrews to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Aging and Disability Resource Center:

4. **Operating Expenses, Contracts and Revenue Reports, June 30, 2011.**

Motion made by Supervisor Andrews, seconded by Supervisor La Violette to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Health Department:

5. **Budget Adjustment (11-98): Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.**

Motion made by Supervisor La Violette, seconded by Supervisor Andrews to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

III

Human Services Department:

6. Executive Director's Report.

Human Services Director Brian Shoup addressed the PALS program in connection with the concerns expressed earlier by Steve Halloran. He stated that currently there are no plans to make cuts to the PALS program; however HS will be looking at all of their services and programs to ensure that they have an appropriate focus and purpose. Depending on the budget process and proposals made, there may be some restructuring moves to strengthen core services and other services may be adjusted given the realities of the budget.

Shoup went on to state that there are a lot of needs within the Human Services Department, particularly with regard to children who have been abused or neglected or are delinquent, or potentially delinquent and they need to ensure that they focus services in that direction.

With regard to the CTC, Shoup reported that they currently have three candidates to interview for the psychiatrist position. All of the candidates have experience in working with the chronically mentally ill population and all are familiar with forensic work and emergency detentions. These are important qualifications as the CTC deals with the most acute cases and generally with people who have no healthcare coverage and no ability to pay.

Shoup also reported that the County Executive has arranged for a site visit to Racine on August 30. The Racine County Human Services Department is currently operating an alternative to state corrections and this is something Brown County is interested in as well. Shoup explained that when the State budget was passed, the State Corrections Department cut youth aids money by 10 percent and also increased the per diems. One of the difficulties when the courts commit a juvenile to a state correctional institution is that the County loses control over things like length of stay. Shoup believed that it may be possible to come up with a local alternative that is secure and cuts costs for some youth who would otherwise be sent to Lincoln Hills.

Shoup also provided the committee with an update on economic support. He stated that the Governor had proposed taking over economic support services from the counties. This would have meant the transfer of about \$700,000 in county levy dollars to the State and would have also resulted in layoffs of employees and loss of control of the efforts that his department has been working hard at in terms of programming and other areas. The legislature has now reversed this proposal and the bill required that counties shall organize into not more than 10 consortia, each with its own call center. This has to be in place by January 1, 2012 and Brown County had been asked by several surrounding counties to take the lead in building consortia. Currently the consortia consists of Brown, Shawano, Oconto, Marinette and Door counties and it is possible that a few more counties may be added. It is also conceivable that the State may assign some other counties to the various consortia. It is anticipated that this consortia will be put together through memos of agreement and Shoup did not anticipate this being a formal government entity, although long term it may be advisable to look at that. Shoup will continue to keep this committee abreast of this procedure.

III

The final thing Shoup reported on was that this month he had received resignation notices from two key management people in the HS Department. Shoup stated that this concerns him as these individuals are good, key management personnel. Supervisor La Violette asked why these individuals were leaving and Shoup stated that one cited pay and workload as reasons for the resignation. He was not certain of the reasons for the other, although one of the things was stress.

Motion made by Supervisor Brunette, seconded by Supervisor Andrews to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

7. Financial Report for Community Treatment Center and Community Programs:

Tim Schmitt reported that Community Programs is on budget in terms of revenue and expenses. There are some cost containment initiatives in place and they have been realizing some lower expenses as a result, however, he stated that at any time they could acquire high cost clients. The CTC is still forecast to have deficits, although they are not quite as large as forecast last month. The current forecast is for a deficit for 2011 of \$753,000. The budgeted deficit was \$513,000, partially due to depreciation which is a non-levy item.

Motion made by Supervisor La Violette, seconded by Supervisor Andrews to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

8. Community Treatment Center Update (June and July, 2011):

Motion made by Supervisor La Violette, seconded by Supervisor Brunette to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

9. Monthly Inpatient Data – Community Treatment Center and Bellin Psychiatric Center:

Motion made by Supervisor Andrews, seconded by Supervisor Brunette to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

10. Approval for New Non-Continuous Vendor:

Motion made by Supervisor Moynihan, seconded by Supervisor Andrews to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

11. Request for New Vendor Contract:

Motion made by Supervisor Andrews, seconded by Supervisor Moynihan to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

12. Monthly Contract Update:

Motion made by Supervisor Andrews, seconded by Supervisor Moynihan to approve. MOTION CARRIED UNANIMOUSLY

13. 2012 Capital Improvement Plan – 5 Year Outlook Summary

Shoup stated that this is for phase three of the EMR project.

Motion made by Supervisor Andrews, seconded by Supervisor Moynihan to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Veterans' Services – No agenda items

Other:

14. Audit of Bills:

Motion made by Supervisor Andrews, seconded by Supervisor Brunette to pay bills. Vote taken. MOTION CARRIED UNANIMOUSLY

15. Such Other Matters as Authorized by Law.

Motion made by Supervisor Moynihan, seconded by Supervisor Andrews to adjourn at 7:05 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted:

Therese Giannunzio
Recording Secretary

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN
COUNTY PERSONNEL COMMITTEE**

August 18, 2011

PRESENT: Keith Pamperin, Pat Finder-Stone, Lisa Van Donsel
Tom Diedrick (By Phone)

ALSO PRESENT: Sunny Archambault

EXCUSED: Libbie Miller

The meeting was called to order at 3:45 p.m. on Thursday, August 18, 2011 by Chairperson Diedrick.

ADOPTION OF AGNEDA: Ms. Finder-Stone moved and Mr. Pamperin seconded to adopt the agenda. **Motion Carried.**

APPROVAL OF MINUTES: Ms. Van Donsel questioned why the H1N1 policy was so specific for a flu strain and was not more inclusive of other potential pandemic situations. Ms. Archambault stated that the agency's policies and procedures were now being reviewed and this issue would be examined during this process. Ms. Finder-Stone moved and Mr. Pamperin seconded to approve the minutes. **Motion Carried.**

ADRC SUCCESSION PLAN: Ms. Archambault stated that this plan was based on the format of one recently adopted by Options. She added that Option's Succession Plan was very comprehensive and needed only minor changes to reflect the needs of the ADRC.

Key components of the plan include: Planning and Preparation; General Guidelines; Emergency Succession Plan for temporary and permanent situations; and Planned Director Replacement. Detailed activities for the selection and hiring process were addressed. Initial steps included activities to determine the role of the current Director in the selection process and the determination of whether to recruit internally and/or externally. Activities for both internal and external recruitment were detailed, as well as the activities related to the hiring process. A "Change of Director Audit Checklist" was also reviewed. Ms. Finder-Stone stated that it was reassuring to see that the Board and staff were working toward a smooth and positive change in leadership. Ms. Finder-Stone moved to recommend to the ADRC Board that the Succession Plan be adopted. Ms. Van Donsel seconded. **Motion Carried.**

REVIEW OF DIRECTOR'S JOB DESCRIPTION: Ms. Archambault stated that Ms. Van Donsel had requested that the Assistant Director's job description also be available and asked what were the major differences were between the two. Ms. Archambault explained that the job

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description of the Assistant Director included more supervisory responsibilities of the Information & Assistance staff. She added that the job descriptions had just been reviewed and updated and that core competencies for these positions had been identified.

For the Director's position, core competencies include: Demonstrated knowledge of aging and disability programs at the federal, state, and county level; demonstrated skills in managing professionals, developing new programs, monitoring budgets and leading change; and demonstrated skill in developing and nurturing community partnerships, creating positive community relationships for the ADRC and the consumers served.

For the Assistant Director's position, core competencies include: Demonstrated knowledge of aging and disability programs at the state and county level; demonstrated skills supervising professionals, mentoring and coaching for highest clinical/role performance and team building; and demonstrated knowledge and skills handling consumer complaints, problems, and individual needs.

The job descriptions and core competencies will be used in selecting qualified candidates for these positions.

ORGANIZATIONAL CHART: Ms. Archambault reviewed the proposed changes to the organizational chart that would more clearly reflect agency operations. Changes included moving the Assistant Director position under the Director, moving clerical support under the Accountant, and moving the Worker Registration under the I&A Team Leader. Mr. Pamperin moved to recommend that the ADRC Board approve the proposed organizational chart. Ms. Van Donsel seconded. **Motion Carried.**

ADJOURNMENT: Ms. Finder-Stone moved to adjourn. Ms. Van Donsel seconded. **Motion Carried.** Meeting adjourned at 4:30 p.m.

Respectfully Submitted:

Sunny Archambault
Director

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN
COUNTY BOARD MEETING**

August 25, 2011

PRESENT: Pat Hickey, Donajane Brash, Pat Finder-Stone, Bill Clancy, Judy Parrish,

PRESENT BY PHONE: Tom Diedrick, Lisa Van Donsel

EXCUSED: Libbie Miller, Barbara Robinson, Marvin Rucker, Keith Pamperin, Steve Daniels

ALSO PRESENT: Sunny Archambault, Devon Christianson, Arlene Westphal, Debra Bowers,
Tina Brunner, Diana Brown

PLEDGE OF ALLEGIANCE.

Chairperson Diedrick called the meeting to order at 8:30 a.m.

INTRODUCTIONS: Introductions were made by Board Members and those present.

ADOPTION OF AGENDA: Mr. Diedrick noted that we would be reviewing the July Finance Report today, not the June Finance Report, and he requested that we change the order of business on the agenda for the purpose of accommodating Ms. Hickey and Ms. Van Donsel who were only able to join the meeting for a short time by teleconference. He recommended moving agenda items 2. Introductions, 6. Finance Report, 7. Personnel Committee Report, and 8. Program Committee Report to the beginning of the agenda

A motion was made by Sup. Clancy and seconded by Ms. Parrish to adopt the August 25, 2011 Agenda with the above noted changes. **MOTION CARRIED.**

FINANCE REPORT:

A. REVIEW AND APPROVAL OF THE JULY 2011 FINANCE REPORT: Ms. Bowers reported that we continue to be overspent in Utilities due to the heating and air conditioning not functioning properly yet. Our Supplies and Expense Budget and Non-Outlay Equipment will balance themselves out. Energy Initiatives and New Building/Renovations will be on target and we are slightly overspent in Restricted Donations Purchases.

Ms. Bowers noted a new line item (#52) on the Revenue Report titled: Less Accounts Receivable. She explained that by subtracting this line item out enables us to receive a true picture of cash on hand.

Ms. Parrish moved and Ms. Brasch seconded to approve the July 2011 Finance Report. **MOTION CARRIED.**

B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS: Board members reviewed the restricted donations of \$400 from Donald Tilkens and Sue Warpinski for Home-Delivered Meals in memory of Evelyn Tilkens, and \$25 from Dolores Breitenbach for Program Operations in memory of Raymond Breitenbach.

Ms. Finder-Stone moved and Ms. Parrish seconded to approve the Restricted Donations. **MOTION CARRIED.**

PERSONNEL COMMITTEE REPORT:

A. REVIEW AND APPROVAL OF ADRC SUCCESSION PLAN: Mr. Diedrick reported that the Personnel Committee met on August 18, 2011 and reviewed the ADRC Succession Plan included in the board packet. The plan addresses both an emergency succession

plan in the event of the emergency absence of the Director as well as a planned, timed replacement of the Director. Mr. Diedrick requested board approval of the plan.

Ms. Finder-Stone thanked the committee for the work they put into this outstanding plan. She moved and Ms. Brasch seconded to approve the ADRC Succession Plan. **MOTION CARRIED.**

B. REVIEW AND APPROVAL OF ADRC ORGANIZATIONAL CHART: Ms. Archambault drew board members attention to the current and the recommended ADRC Organizational Chart included in the board packet. She noted that the recommended chart had been updated and under the Facilities Placement Coordinator the addition of workers through the Senior Service Worker Program, the Wisconsin Senior Employment Program, The Department of Vocational Rehabilitation and Community Correction Employment Programs would be added. Ms. Archambault requested board approval of the recommended Chart.

Ms. Finder-Stone moved and Sup. Clancy seconded to approve the recommended ADRC Organizational Chart. **MOTION CARRIED.**

PROGRAM COMMITTEE REPORT – NUTRITION CONTRACT FOR 2012-2014: Ms. Archambault reported that the Program Committee met on August 23, 2011 to review the proposals for the preparation and delivery of meals for the Elderly Nutrition Program in 2012. Two RFQs were received, one from Konop and one from Aramark. Konop's bid was \$3.75/cost per meal and Aramark's bid was \$2.949/cost per meal. Ms. Archambault stated that the ADRC has reviewed the requirements for administration of this program with Aramark, has met with their regional administrative staff, has toured the local kitchen facilities and will hold Aramark to all of the contract requirements. Aramark has suggested the ADRC negotiate a different escalation clause in our contract and we will discuss this with Aramark. Aramark is committed to meeting all of the contract requirements and the Program Committee is recommending that the board approve Aramark's proposal for 2012-2014.

Ms. Finder-Stone moved and Ms. Parrish seconded to approve contracting with Aramark for preparation and delivery of meals for the Elderly Nutrition Program in 2012-2014. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JULY 28, 2011: Ms. Finder-Stone moved and Ms. Brasch seconded to approve the minutes of the regular meeting of July 28, 2011.

COMMENTS FROM THE PUBLIC: None.

CORRESPONDENCE FROM SOCIAL SECURITY ADMINISTRATION – WISCONSIN PARTNER IN SERVICE AWARD: Ms. Archambault announced that the ADRC had received *The Wisconsin Partner in Service Award* from Social Security. This is a service award recognizing the services our Benefit Specialist Department perform in collaboration with the Social Security Office.

BENEFITS SPECIALIST REPORT: Ms. Brunner introduced herself as the Team Lead for the Benefit Specialist Unit. Her duties include supervising the department as well as providing direct services in the elderly benefit areas. The core functions of this unit are to advocate, educate and counsel on public benefits.

Ms. Brunner distributed 3 handouts which summarized the topics Benefits Specialists discuss with consumers, the number of persons served and the monetary impact for Brown County by both the Elderly and Disability Benefit Specialist units between January 1 and June 30, 2011. The unit served 3,138 consumers between January 1 and June 30, 2011. Of these, 1,548 were adults with a disability and 1,590 were adults 60 years of age and older.

Within the Benefit Specialist Team, each staff member has their own area of expertise which is utilized for the benefit of the consumer. There is a value placed on connecting the consumer with resources which in turn has a monetary impact of benefit dollars for Brown County. Between January 1 and June 30, 2011 that monetary impact brought \$2.7 million into the community.

In 2009 and 2010 Brown and Kewaunee Counties received a Medicare Improvement for Patients and Provided Act (MIPPA) Grant enabling us to hire Kitty Thomas, an Outreach Coordinator. Ms. Thomas coordinates and provides outreach and education for Medicare recipients and professionals within the community about Low Income Subsidy, Medicare Part D and Medicare Savings Programs. She makes home visits, helps with applications, develops partnerships with community providers as well as working with the meal sites, pharmacies, churches and doing radio spots as part of her outreach efforts. The State of Wisconsin met and exceeded their goals set for the MIPPA Grant. The 2010-2012 Grant includes outreach to educate Medicare recipients on the new preventative services now covered by Medicare because of the Affordable Care Act. In October we will begin educating clients on the tools available to help them to make informed choices on Medicare Part D. The outreach program has been very successful.

In summary, Ms. Brunner shared several success stories with board members demonstrating how advocating, educating, and counseling has positively benefited the consumer.

FAMILY CARE UPDATE: Mr. Diedrick announced that he had attended the local board meeting of Family Care in July. He noted that Rolf Hansen, Director of NEW Family Care District, is continuing to plan and prepare in order to be ready to implement Family Care services in Northeast Wisconsin when it is added in the state budget.

EVALUATION OF ORIENTATION PROCEDURES: A Board Orientation Survey was included in the board packet. Ms. Archambault noted that the purpose of the survey was to make sure that the board was receiving the information they needed to make informed decisions as members. She requested board members complete the survey and return it to her as soon as possible.

DIRECTOR'S REPORT: Ms. Archambault reported that she will be on vacation Labor Day week.

REVIEW OF ADRC BOARD RECRUITMENT AND RECOMMENDATION REPORT: Ms. Archambault noted that Board Terms for Mr. Diedrick, Mr. Pamperin, Ms. Brasch, Ms. Parrish, and Ms. Aanonsen, who resigned earlier, will end in November, 2011. Mr. Diedrick, Mr. Pamperin and Ms. Brasch have agreed to have their names put in for reappointment. Ms. Parrish has already served 2 terms so we will need to recruit candidates to represent persons with a developmental disability, senior, and a representative from the Oneida Nation.

Ms. Archambault noted that interested candidates will need to complete the Brown County Executive's Appointees Information Sheet. A draft of the recruitment process was included in the board packet for board members to review.

LEGISLATIVE UPDATE: Ms. Finder-Stone announced that she had attended the last Board on Aging & Long-Term Care Meeting which was held at King Veterans Home as requested by Governor Walker. They met the new nursing home administrator and participated in the Ombudsman Tour. Ms. Finder-Stone stated that she was very impressed with the facility.

ANNOUNCEMENTS: None

NEXT MEETING DATE – September 22, 2011: The next Board of Director's Meeting is scheduled for September 22, 2011.

ADJOURN: Ms. Parrish moved and Ms. Finder-Stone seconded to adjourn the meeting. **MOTION CARRIED.** The meeting adjourned at 9:39 a.m.

Respectfully submitted,

Arlene Westphal, Secretary

PROCEEDINGS OF CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Wednesday, August 24, 2011

Present: B. Clancy, M. Greenlaw, K. Gustman

Excused: S. King

Also Present: B. Natelle, M. Brick, S. Keckhaver, A. Nizzia, J. Skenadore

1. Call to order – 4:00pm p.m. – K. Gustman
2. Action Item: Approval of July 27, 2011 Board Minutes: M. Greenlaw moved to approve the minutes of the July 27, 2011 Board meeting noting that K. Prast needs to be changed to K. Gustman. B. Clancy seconded the motion with the noted change. Motion carried.
3. Correspondence: None.
4. Action Item: Approval of Agenda: M. Greenlaw moved to approve the agenda with the following modifications, move item # 15 to item #5. B. Clancy seconded the motion. Motion carried.
5. Action Item: Donation: The George Kress Foundation donated \$57,858 as their final pledge to the Pool Capital Campaign.

Cornerstone Foundation of Northeastern Wisconsin donated \$2,500 toward the Syble Hopp driveway/apron project.

K.C. Stock Foundation donated \$1,000 toward the Syble Hopp driveway/apron project.

Document History LLC donated \$230 toward the 2011 Dash for a Splash 5K run.

Lori Vandervelden donated \$10 for Hopp needs.

John Lombardi donated numerous computers, printers and office supplies to Syble Hopp School.

Knights of Columbus, Council #6279 donated \$909.40 for Syble Hopp School and Camp POP.

M. Greenlaw moved to accept these generous donations and continued gifts. B. Clancy seconded the motion. Motion carried.

6. Action Item: Nomination of Officers: B. Clancy moved to nominate K. Gustman as Chairperson of the CDEB. M. Greenlaw seconded the motion. Motion carried.

K. Gustman moved to nominate B. Clancy as clerk of the CDEB. M. Greenlaw seconded the motion. Motion carried.

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PROCEEDINGS OF BROWN COUNTY CDEB MEETING, AUGUST 24, 2011:

7. Action Item: Election of Officers: M. Greenlaw moved to elect K. Gustman as Chairperson. B. Clancy seconded the motion. Motion carried and passed by unanimous consent.

M. Greenlaw moved to elect B. Clancy as Clerk. K. Gustman seconded the motion. Motion carried and passed by unanimous consent.
8. Action Item: Resignation: M. Derby submitted a letter of resignation to the Board. Ms. Derby was a one year teacher at Fox View Intermediate in DePere. B. Clancy moved to approve the resignation of M. Derby. M. Greenlaw seconded the motion. Motion carried.

T. Schaefer submitted a letter of resignation from her Early Childhood position at Westwood Elementary. B. Clancy moved to accept the resignation upon the hiring of replacement staff. M. Greenlaw seconded the motion. Motion carried.
9. Action Item: Replacement position: S. Goron presented J. Bunno to the Board as replacement staff for the CD teacher vacancy at Denmark Elementary. M. Bunno is a first year teacher who graduated from U.W.-Oshkosh. M. Greenlaw moved to approve the hiring of J. Bunno. B. Clancy seconded the motion. Motion carried.
10. Parent Organization: A. Nizzia reported that the parents are planning a get together for next week at Gallagher's in DePere. Ms. Nizzia reported that she has met with J. Driessen, Parent Organization President, regarding fundraising ideas. The next Parent Organization meeting will be September 21st at Syble Hopp School.
11. Action Item: Financial Report: B. Natelle reported that the auditors have been in and completed the audit for the 2010-2011 school year. Ms. Natelle reported that building access has been compromised. Neighborhood children have accessed the code and have been entering the building. Ms. Natelle has been working with LaForce Hardware to look at a swipe card system which will be connected to a computer so that we could monitor the access to the building. M. Greenlaw moved to approve spending from the donation interest account for the door access security system. B. Clancy seconded the motion. Motion carried.
12. Action Item: Milk Bids: B. Clancy moved to approve the milk bid from Morning Glory Dairy for the 2011-2012 school year with the contingency that Morning Glory continues to supply the school with a milk cooler. M. Greenlaw seconded the motion. Motion carried.

PROCEEDINGS OF BROWN COUNTY CDEB MEETING AUGUST 24, 2011:

13. Approval of Lunch Fees and School Fees: B. Natelle reported that the school lunch program is self-funded. In accordance with the new Federal guidelines for meal pricing, within the next 8 years the student full-priced meals need to be brought up to the Minimum Price Average. The Minimum Price Average for 2011-2012 is based on last year meal reimbursements and this year is at \$2.46. This year recommendations are as follows:

Students:

Breakfast: Full-Priced	Current at .75¢	Proposed - No Change
Breakfast: Reduced	Current at .30¢	Proposed - No Change

Lunch: Full-Priced:	Current at \$2.20	Proposed at \$2.25
Lunch: Reduced-Priced:	Current at 40¢	Proposed - No Change

Extra Milk	Current at .30¢	Proposed - No Change
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Adults:

Lunch:	Current at \$3.10	Proposed - No Change
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B. Clancy moved to set breakfast and lunch prices as noted. M. Greenlaw seconded the motion. Motion carried.

Student school fees were reviewed for the area districts and found that the Hopp fees should remain at \$15 for early childhood, primary and intermediate age students; \$25 for high school age students. B. Clancy moved to keep the fees at \$15 and \$25 for 2010-2011 school year. M. Greenlaw seconded the motion. Motion carried.

14. Action Item: Substitute daily rate for the 2011-2012 school year: Upon review of a survey of area school district sub pay rates, M. Greenlaw moved to retain the sub teacher pay at \$130 per day and the sub instructional aide pay at \$68 per day for the 2011-2012 school year. B. Clancy seconded the motion. Motion carried
15. Administrator Report (#15 taken before #5 although is in proper format here):
- a. M. Brick reported to the Board that we have had one school year with daily City Transit service in front of school. The school has used this transportation for transitioning students to their work sites and for community experiences. It has been a wonderful addition to our program.
- Mrs. Brick updated the Board regarding transportation to Syble Hopp and the districts that we serve. There are bus aides that are not full-time staff who will be returning to ride the bus routes. We will continue utilize staff until additional bus aides can be hired. Mary works with Lamers Bus Lines to assign each child a seat. One child is assigned per seat, however, if two are required to sit together, boys sit with boys and girls sit with girls. Students must stay in their assigned seats. This procedure is done for the safety of the children

PROCEEDINGS OF BROWN COUNTY CDEB MEETING AUGUST 24, 2011:

- b. J. Skenadore reported that the building is ready for the opening of school. Floors are waxed and carpets are cleaned. Simplex-Grinnell is scheduled to come in to check the sprinkler system. The fire alarm/extinguisher inspections have been completed. St. Norbert College is working with the County to install fiber optics for the phone system.
- c. A. Nizzia reported to the Board that Corrigan Construction held a Tractor Pull on the Friday and Saturday of August 5th and 6th with the proceeds designated for Syble Hopp School. The Corrigan's have been holding this tractor pull for Syble Hopp for the past seven years and have raised several thousands of dollars for the school. The High School staff is working to organize the Fall Fest at the Piggly Wiggly again this year.
- d. S. Goron reported that the Early Childhood program that was located at Westwood Elementary in West DePere will be moved to Our Lady of Lourdes due to space issues at Westwood Elementary.

Ms. Goron also reported that the Early Childhood class that was blended with the Kindergarten program at Dickinson Elementary in East DePere last year is being moved to Altmayer School this school year.

B. Clancy moved to receive and place on file the Administrator report. M. Greenlaw seconded. Motion carried.

- 16. Payment of bills: Tabled to the September meeting.
- 17. Executive Session: The Board will move to Executive Closed Session as allowed by Wisconsin stats 19.85 (1)(c)(f) (i) for the purpose of personnel issues. B. Clancy moved to go into Executive Closed Session as allowed by Wisconsin stats 19.85 1)(c)(f) (i) for the purpose of personnel issues. M. Greenlaw seconded the motion. Motion carried.
- 18. Staff Request: None.
- 19. Adjournment: M. Greenlaw moved to adjourn at 4:55 p.m. B. Clancy seconded the motion. Motion carried.

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, July 28, 2011 in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

Present: Bill Clancy, JoAnn Grashberger, Carole Andrews, Helen Smits, Susan Hyland, Craig Huxford, Paula Landrie, Maria Zehren

Excused: Tom Lund, Paula Landrie

Also

Present: Brian Shoup – Executive Director Human Services
Tim Schmitt – Finance Manager
Kevin Lunog - Clinical Services Manager
Jenny Hoffman – Economic Support
Ian Agar – Long Term Care
Jim Hermans – Children & Family Services
Mary Johnson – Community Treatment Center
Other Interested Parties

1. **Call Meeting to Order:**
The meeting was called to order by Carole Andrews at 5:15 p.m.

2. **Approve/Modify Agenda:**
Request for addition of Public Comment following #6.

Motion by Clancy, seconded by Grashberger to approve the agenda as modified. MOTION UNANIMOUSLY APPROVED

3. **Approve Minutes of June 9, 2011 Human Services Board Meeting:**

Motion by Grashberger, seconded by Clancy to approve the minutes. MOTION UNANIMOUSLY APPROVED

4. **Election of Officers:**
Director Shoup indicated there are two vacancies on the Board which he will be discussing with the County Executive. The consensus of the Board was to reschedule election of officers until all Board members are present, or in one month.

Motion by Smits, seconded by Huxford to postpone the election of officers until the next meeting. MOTION UNANIMOUSLY APPROVED

5. **Executive Director's Report:**

Director Shoup reported that the bulk of time during the last reporting period has involved working on the proposed 2012 budget. He informed the Board of the creation of an Economic Support Regional Consortium which has come about because of lobbying by various counties against the state taking over various duties. Six counties will form the membership of the Consortium, which will be built around a Call/Change Center under the leadership of Brown County. Other counties to be members of the consortium include Door, Oconto, Shawano, Menominee, and Marinette. The deadline for the consortium to be formed is October 1st, with operation beginning January 1, 2012.

Motion by Clancy, seconded by Grascberger to receive and place on file.
MOTION UNANIMOUSLY APPROVED

6. **Financial Report:**

Tim Schmitt referred to reports provided in packet material, stating that Community Programs are on track through May 2011. A deficit is forecast for the Community Treatment Center, partially due to depreciation.

Motion by Clancy, seconded by Grascberger to receive and place on file.
MOTION UNANIMOUSLY APPROVED

(Maria Zehren arrived 5:25 p.m.)

Public Comment: None

7. **2012 Budget:**

Director Shoup explained that the format used for the 2012 Human Services Budget has been streamlined to include summaries for each unit and division. He pointed out that the proposed budget includes a levy reduction target of \$1.8 million (5%) over 2011 out of a total budget of \$105 million. He indicated that much of the total budget is earmarked for state and federal mandated programs.

Shoup pointed out that a past study of Child Protective Services resulted in the consensus that this area should be a priority. As a result the budget includes the creation of four additional positions and one supervisor, done by moving staff and resources and making cuts in the area of contracted and purchased services.

Although it was expected that Long Term Care would roll over into Family Care in 2012, information indicates that this will not occur and many programs have been consolidated. In addition, as it appears that COP and CIP programs, along with the Children's Waiver Program will continue, additional positions will be required. Because of the \$43 million dollar budget that is involved, and a 1400 person client base, the unit will be restructured to include a manager.

Shoup added that several changes will be made in the area of Economic Support in order to regionalize the operation, and the end of bargaining unit contracts may allow for opportunities at the CTC Center, one being the elimination of several management positions.

12

Business Operations Division – Tim Schmitt

Mr. Schmitt referred to the Table of Organization explaining proposed changes in 2012, stating proposals are consistent with the County's objective to centralize business operations and clerical support. Three clerical support staff in the program areas of child care, long term care, and in the access division now report to program managers. In order to create a support staff in a centralized unit where duties can be shared, it is proposed the clerical support staff be moved into Business Operations. Another change on the Table of Organization involves having the Contract/Provider Relations and Quality Management position report to the Finance Manager. It is also suggested that an Office Manager position be created for clerical staff, with the Office Manager reporting to the Accounting Supervisor in Community Programs. 3.3 FTE positions were unfunded in the Business Operations area.

Supervisor Andrews noted that in the past a Quality Management position was moved from Human Services to Human Resources. Discussion of this move resulted in Mr. Schmitt and Director Shoup noting that this may not have been the best decision as the position enhanced vendor relations, audits, and responsibilities in the department. Mary Johnson agreed, stating that the position has been missed as it set up quality programs, training, teaching, etc. that were consistent throughout the county. Further discussion by the Board resulted in a recommendation to pursue the return of this position.

Motion by Clancy, seconded by Smits to pursue the return of the Quality Management Coordinator position using existing resources.

MOTION UNANIMOUSLY APPROVED

Community Programs

Tim Schmitt highlighted the summary financial budget for Community Programs, stating that the proposed budget is balanced with revenues equaling expenses. It is not anticipated to use fund balance to cover any expenses.

Adult Behavioral Health Unit – Kevin Lunog

The Adult Behavioral Health Unit includes AODA/Support Services, the Community Treatment Program, the Community Support Program, and Drug Court. Mr. Lunog highlighted major changes in the budget, one being the addition of a supervisor position which will total three, each of whom will supervise 12 staff. The budget includes proposed revenues (excluding levy) of \$4,257,866 (\$4,395,966 in 2011), or a 3.1% decrease, in addition to expenses of \$12,705,700 (\$13,628,529 in 2011), or a reduction of 6.8%.

Mr. Lunog invited the Board to attend a graduation at Drug Court tomorrow, Friday, July 29, 2011 at 3 p.m.

Children & Family Services Unit – Jim Hermans

This unit includes Child & Adolescent Services, Juvenile Justice, Child Protection Services, Shelter Care, and Volunteer Services. This budget includes proposed revenues (excluding levy) of \$6,809,261 (\$7,201,061 in 2011), or a reduction of 5.6%, in addition to expenses of \$13,027,498 (\$13,362,054 in 2011), or a reduction of 2.5%.

Mr. Hermans explained that team work and sharing will be used in order to do more with less. In the Child Protection area, four direct service workers will be added, along with one supervisor to address safety and welfare issues. A Volunteer Coordinator position will be converted to an intake worker. Staff will be working closely with the District Attorney's office, judges, public defenders, and secure detention staff in the Juvenile Justice area to find alternatives to state corrections and placement at Lincoln Hills. The creation of a Child and Adolescent Behavioral Health Unit is proposed to include three staff and a PHD psychologist. This program will hopefully prevent state and local hospitalizations, out of home placement facilities, less delinquency, and improved school outcomes.

Economic Support Unit – Jenny Hoffman

This unit includes programs of Income Maintenance (Food Share, Medicaid, and Badger Care), Fraud Investigations and Child Day Care including proposed revenues (excluding levy) of \$2,319,970 (\$2,506,575 in 2011), or a reduction of 7.4%, in addition to expenses of \$3,971,425 (\$4,403,707 in 2011), or a reduction of 9.8%.

Ms. Hoffman explained that revenues for the Income Maintenance Program come from the Department of Health Services. Fraud investigation dollars come from both the Department of Children & Families and the Department of Health Services, with Child Care revenues coming from the Department of Children & Families. The reduction in expenses for the programs included in Income Maintenance come from overhead and fringes. Investigation services have been taken over by the Sheriff's Department and involve one Detective Sgt.

Ms. Hoffman noted the amount of time that will be required to get the Regional Consortium up and running within the time frame allowed. At this time 17,000 families are served within the Economic Support Program, with a possible 3,000 more by or before January 1st. She stressed the importance of having the Call Center operational when this happens.

Long Term Care Unit – Ian Agar

This unit involves Adult Intake, COP/CIP Programs, Assessment & Stabilization, Crisis, Personal Care, CLTS, Family Support, and Birth to Three. Mr. Agar explained that the Assessment & Stabilization program will be terminated and staff redeployed, with the Child Long-Term Support Program administered by a third party. The proposed budget includes \$51,242,978 for revenues (excluding levy) (\$53,474,485 in 2011), or a 4.2% reduction. Expenses are proposed at \$55,897,519 in 2012 (\$58,860,364 in 2011), or a 5.0% decrease.

Mr. Agar explained proposed staff changes which will involve combining adult and children's services. As there is currently only one supervisor managing the COP and CIP programs, a second will be added partly funded through waiver generated funding. At this time there are 384 children enrolled in the Birth to Three Program with approximately 800 served annually. Mr. Agar explained proposed changes to his role in the Long Term Care area.

Community Treatment Center - Mary Johnson

Revenues for the Community Treatment Center are proposed at \$14,002,634, compared to \$14,803,348 in 2011, or a decrease of 5.4%. Expenses for 2012 are proposed at \$14,517,074 compared to \$15,316,658 in 2011, or a decrease of 5.2% in this category.

Director, Mary Johnson, explained concerns with the sustainability of the CTC mainly due to decreased revenues, i.e. Medicaid has not increased rates in the nursing home in several years, there are less out-of-county admissions, stays are shorter, insurance companies are scrutinizing the necessity of admissions, etc. Because of changes in the law and work rules, staffing has been reviewed. A decision was made to eliminate Health Managers, changing job descriptions and reassigning work to staff RN's. Safety was a priority in making the decision to eliminate LPN's in the hospital, replacing them with RN's. As private pay and emergency placements showed an increase in the last year, it is projected that this trend may continue. Johnson stated that beds are usually full in the nursing home, while there has been a decrease in the hospital census. In anticipation of the Electronic Records system, clerk and medical records positions were eliminated. There will be an increase in the pay scale of the psychiatrist. The Health Unit secretary position will be eliminated in the nursing home with duties redistributed to nurses in that area.

Kathy Denil, Director of Nurses in the Nursing home, explained changes to the Table of Organization.

Director Shoup explained the budget process, noting that the next step is for the proposed budget to go to the County Executive, the Human Services Committee, and on to the County Board for final approval in November.

Motion by Zehren, seconded by Hyland to approve the proposed 2012 Human Services Department Budget. MOTION UNANIMOUSLY APPROVED

8. ***Community Treatment Center Statistical Update:**
(Attached as written report)
9. ***Bellin Hospital Statistical Update:**
(Attached as written report)

Motion by Huxford, seconded by Smits to receive and place on file #s 7 & 8. MOTION UNANIMOUSLY APPROVED

10. **Contract Update:**
(Attached as written report)

Motion by Hyland, seconded by Grashberger to approve.
MOTION UNANIMOUSLY APPROVED

11. **Other Matters:** None

12. **Adjourn Business Meeting:**
Motion by Zehren, seconded by Huxford to adjourn at 6:58 p.m.
MOTION UNANIMOUSLY APPROVED

Respectfully submitted,

Rae G. Knippel, Recording Secretary

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PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, August 11, 2011 in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

Present: Tom Lund-Chair, Paula Laundrie-Vice Chair
Bill Clancy, Susan Hyland, Helen Smits, JoAnn Grashberger,
Carole Andrews, Alison Draheim, Craig Huxford

Excused: N/A

Also

Present: Brian Shoup, Executive Director Human Services
Tim Schmitt, Budget and Finance Manager
Jean O'Leary, Director of Community Programs
Kevin Lunog, Clinical Services Manager
Ellie Jarvie, Community Programs Supervisor
Jay Christianson, Community Programs Supervisor
Dr. Laurie Schaumberg, APNP, Doctorate of Nursing Practice

Call Meeting to Order:

The meeting was called to order by Chair, Tom Lund at 5:15 pm.

2. Approve/Modify Agenda:

ANDREWS/LAUNDRIE moved to approve the agenda.
The motion was passed unanimously.

3. Approve Minutes of July 28, 2011 Human Services Board Meeting:

ANDREWS/SMITS moved to approve the minutes dated July 28, 2011.
The motion was passed unanimously.

4. Election of Officers

According to Chapter 5 (5.05 Structure of the Board) of the Brown County Code of Ordinances, it is necessary to elect officers for the following:

- (1) The **chair** of the Board shall be elected from among the members by a majority vote.
- (2) A **vice-chair** shall be elected from among the members of the Board and shall preside over the Board and perform the duties of the chair during the temporary absence or disqualification of the chair.
- (3) A **secretary** shall be elected from among the members of the Board and shall certify the approved minutes of the Board.

1d

Discussion took place and nominations were open.

Vice Chair Laundrie nominated Chairman Lund to continue in role of chair. Citizen Board Member Grashberger seconded the nomination and Chairman Lund accepted the nomination.

LAUNDRIE/GRASCHBERGER moved to approve the appointment of Chair Lund to continue in the role of chair.
The motion was passed unanimously.

Chairman Lund nominated Vice Chair Laundrie to continue in her role of vice chair. Supervisor Andrews seconded the nomination and Vice Chair Laundrie accepted the nomination.

LUND/ANDREWS moved to approve the appointment of Vice Chair Laundrie to continue in the role of vice chair.
The motion was passed unanimously.

Vice Chair Laundrie asked the members of the board if anyone was interested in the secretary role. Citizen Board Member Grashberger announced that she would like to fill this role. Supervisors Andrews nominated Citizen Board Member Grashberger for the role of secretary. This motion was seconded by Supervisor Clancy and Citizen Board Member Grashberger accepted the nomination.

ANDREWS/CLANCY moved to approve the appointment of Citizen Board Member Grashberger in the role of secretary.
The motion was passed unanimously.

5. Executive Director's Report:

Update on Economic Support / IM Consortium:

- We have five counties interested in forming a consortium with us.
- We have had several organizational meetings already due to the strict deadlines.
- The state has thrown us a few curve balls:
 - The state was previously outsourcing cases to a vendor who was under a corrective action plan by the USDA. As a result, counties were told that they would be taking over these state cases. The state wants to distribute these cases among counties. The first wave would be by October 1st and the rest of the cases by January 1st.
 - We took the position that we will take over the cases no sooner than the beginning of the year.
 - We also requested that the state would have to deliver us their telephone system which would be of no costs to us. This system would also have to interface with all of our devices.
- Brian stated that he is confident that as we move forward we will be able to negotiate the details the state is asking of us.
- Originally, the state was asking for a County Board resolution from all counties by October 1st (for each county, in each consortium) which would pass a resolution regarding the details of the consortium. However, our plans do not call for anything that formal – no resolution. We counter proposed that we would operate through letters of intent and it would be a cooperative adventure.

Q: Chairman Lund asked regarding Economic Support (ES), are we going to have to hire more staff?

A: Shoup answered we will not. We are going to take on these responsibilities with current same staff. It would depend on how we deploy staff from all the counties involved in our consortium. It does not necessarily mean that the workers will be physically moved, but many of the responsibility can be done virtually, through technology.

Q: Supervisor Clancy asked if taking the additional responsibilities would add to the staff burnout. Are we expecting too much of our existing staff and piling more work onto them?

A: Shoup answered, he does not think so. Of course we will have to make some changes in our operation, but we feel that we can handle it. We will also negotiate those areas we feel are not applicable to the operation or not necessary for our consortium.

Citizen Board Member Smits stated that the bottom line is how is this change is going to affect our clients. She mentioned that there may be some more retirements up this year and worries that we still have enough staffing to be giving quality care.

Brian stated that all of the questions and comments are good. He reminded everyone that if the governor's original proposal had been passed, we would be talking about substantial reductions in quality services for clients, much more than what we are proposing and salvaging here. He thinks that we were able to salvage more than what was previously suggested and still be able to appropriately serve our clients.

Chairman Lund commented that under this revised proposal, the County is able to keep workers employed. If these services would be going to the state, we would be forced to eliminate jobs. We would have lost almost 50 jobs alone. However, in addition we would have also had to pay unemployment costs for those jobs as well. Chairman Lund also said that he thinks that we provide these services at a lower cost by keeping them local.

Shoup said that efficiencies we are going to shoot for are going to be a result of our call center. We may be able to use other staff through a virtual use and we would be able to gain efficiencies this way.

Shoup said that there is still a lot of planning work that must be complete. We have had to take the leadership in this; we are the largest county in our consortium and we are the best fit to lead it.

Family Care:

Shoup said that we are receiving some clarity of the status of Family Care. We are reasonably confident that Family Care will not roll out within the next two years and after the next two years; the future of Family Care is unknown.

Shoup said that there are really only two possibilities, either Family Care rolls out at some future date or that it will never roll out. Shoup did comment that if Family Care would roll out, it would save Brown County dollars and we would certainly support it.

- Q: Supervisor Andrews asked if Shoup was aware of any new information regarding if the federal government would allow freezing enrollment.
- A: Shoup answered that he has not heard anything on it yet. He mentioned that most of the information he hears is second or third hand information. However, the Department of Health Services is confident about their plans.
- Q: Citizen Board Member Smits asked if Family Care does not roll out, what are we going to do.
- A: Shoup said that we are continuing with Community Options Program (COP) and Community Integration Program (CIP), waiver programs. Everything is still place as it has been. Jean O'Leary said that the waivers were renewed and their end dates have been extended out.

LEAN Efforts:

Shoup said that we invested 7 Human Services Employees into the LEAN initiative. Recently, those 7 employees went through training and are now LEAN Facilitators. This means that they are able to take their knowledge and skills and apply them to events/projects within the Human Services Department to find efficiencies. Shoup said that we already have a list of projects that we want to turn into LEAN events.

Shoup, as well as the Human Services Department, are strong advocates for LEAN and want to incorporate it into all aspects of how they do business.

Shoup also said that not only are the 7 facilitators able to help within their department, they are also available to contribute and lead other LEAN events throughout the county in all departments.

- Q: Vice Chair Laundrie asked how the candidates were chosen to become LEAN Facilitators.
- A: Shoup said that we had some idea of the candidates we thought would be a good fit for the program. We then asked staff if anyone was interested in this opportunity and we openly discussed possible candidates with supervisor and management staff. Then we presented the opportunity to a group of people and we eventually chose 7.

ANDREWS/LAUNDRIE made the motion to receive and place on file.
Motion was carried unanimously.

6. Study Topic: Outpatient Mental Health Services

A presentation was presented to the board members regarding Brown County Behavioral Health Community Programs, focusing on mental health by Ellie Jarvie, Community Programs Supervisor. The complete PowerPoint has been included with these minutes. Please refer to the slides for more detail.

There is a continuum of community of mental health services available to treat the full range of mental health issues and functional limitations for consumers/clients living within our community. A continuum of care matches specific services to the specific needs of a client and the goal of all the services is to increase functioning in the community and reduce the need for hospitalization.

The three major programs/services include:

1. Community Support Program (CSP)
 - Designed for those clients with the most severe, persistent mental illness and significant functional limitations who need intensive, comprehensive, ongoing treatment and support.
 - Brown County operates 2 CSP programs; one internal and the other contracted with Villa Hope.
2. Comprehensive Community Services (CCS)
 - Designed for those clients impaired by their mental illness than those requiring a CSP who need help arranging a comprehensive range of services to support a fuller recovery.
 - The goal is to provide for a maximum reduction of the effects of the disorder(s), to facilitate in their recover and to restore consumers to the best possible level of functioning.
 - Services all age groups – youth, adults and elderly.
 - CCS Provides: Service Facilitation, Community Skills Development, Employment Skills and Training, Medication Management and Psychosocial Residential Rehabilitation.
3. Targeted Case Management
 - Designed for those less functionally impaired than those requiring CCS or CSP who need help arranging support services.
 - Focuses on reducing the need for inpatient care while increasing the consumer level of independence within the community.

A presentation was presented to the board members regarding the Bridging Program Dr. Laurie Schaumberg, APNP, Doctorate of Nursing Practice. The complete PowerPoint has been included with these minutes. Please refer to the slides for more detail.

Overview of Bridging Program

The wait time for a client from their initial intake until the time they have the initial psychiatric evaluation (IPE) may be several months. Dr. Schaumberg formed a program where she will see clients with depression symptoms while they wait for their IPE. The purpose is to help clients during this wait and prepare them for attendance at the IPE.

Other benefits include:

- Immediate access to services.
- When they arrive for the IPE, the psychiatrist already has the medical history and background of the client, allowing them to help the client with their problems immediately.
- APNP is able to provide anti-depressant medication, if necessary.

Questions/Discussion:

Q: Vice Chair Laundrie asked where did you get your DNP (Doctorate of Nursing Practice).

A: Dr. Schaumberg said she received her degree through Minnesota Metropolitan State.

Q: Supervisor Clancy asked will using this program cut down on the psychiatrist time?

A: Dr. Schaumberg said yes, absolutely.

Q: This decreased the 4 month wait period?

A: Kevin said yes.

Using this bridging program would allow the psychiatrist to get background and details about the client before they went to go see the psychiatrists. This also gave the psychiatrist a leg up.

Q: Citizen Board Member Hyland said it seems that it would be much more cost effective to utilize the bridging program and the APNP's. She asked, do you know any of those figures?

A: Dr. Schaumberg said that it would take another project to get the data pulled together and to see what the complete cost analysis would be.

Shoup said that some people believe the future of healthcare is with those like APNP's and being able to combine behavioral health care with primary care.

Chairman Lund asked isn't it hard for primary physician to spend the time with the patient. In a mental health situation you can spend more time with the patient? It seems to be more cut and dry with primary care.

Dr. Schaumberg said that a follow up with a psychiatrist is only about 20 minutes and it is now pretty quick, similar to how quickly a primary care physician would see you.

Brian said that he thinks with the new wave of nurse practitioners and doctors arrive, they are more comfortable dealing with behavioral health. In fact, it is cheaper to utilize these professionals as opposed to a psychiatrist.

CLANCY/ANDREWS moved to receive and place on file.
Motion was carried unanimously.

7. Financial Report:

Community Programs

Financial results through June 2011 show that expenses are lower than budget. We are forecasting a surplus in community programs for 2011 due to cost containment initiatives and lower program utilization. Purchased services are lower YTD through June primarily due to lower units of service being needed by clients. As a reminder, forecasted results can change quickly as client quantity and/or acuity change.

Community Treatment Center

Forecasted financial results improved from May 2011. Operating results through June show a forecasted deficit of \$753,234 compared to a budgeted deficit of \$513,310. These deficit numbers contain \$507,810 of depreciation expense which does not affect levy requirements. Levy requirements were budgeted at \$5,500 for 2011 and are forecasted to be \$240,376. This is an improvement of \$55,287 over the May levy requirement forecast of \$295,663. The CTC is still experiencing lower hospital revenues than budgeted through June. At the end of June, the hospital provided 715 less days of service than budgeted.

- Q: Supervisory Clancy asked should depreciation affect cash flow.
A: Tim Schmitt said, no, this does not affect it. Depreciation is a cost to Brown County; we break this out because it is a non-cash item, non-levy item. We want to show both the cost and levy impact when reporting financial information for the CTC

Depreciation does not affect the levy. We report both.

ANDREWS/LAUNDRIE moved to receive and place on file.
Motion was carried unanimously.

8. **Community Treatment Center Statistical Update:**
Please refer to the packet which includes this information.
9. **Bellin Hospital Statistical Update:**
Please refer to the packet which includes this information.
10. **Contract Update:**
Please refer to the packet which includes this information.

ANDREWS/HYLAND moved to receive and place on file Item No. 8 thru Item No. 10. Motion passed by unanimous vote.

11. **Other Matters:**

Next Meeting: Tuesday, September 13, 2011
5:15 p.m. – Sophie Beaumont Building, Board Room A
Topic: Outpatient Mental Health Services – AODA Services

12. **Adjourn Business Meeting:**
ANDREWS/LAUNDRIE moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 6:33 p.m.

Respectfully Submitted,

Laura L. Chartier
Recording Secretary

**PROCEEDINGS OF THE BROWN COUNTY
VETERANS' RECOGNITION SUBCOMMITTEE**

Pursuant to Section 19.84, Wis. Stats., a regular meeting of the **Brown County Veterans' Recognition Subcommittee** was held on Tuesday, August 16, 2011 at 5:15 p.m., in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

PRESENT: Chair Bernie Erickson, Jim Haskins, Delores Pierce, Duane Pierce, Joe Witkowski,
John Maino, Jerry Polus
EXCUSED: Sherry Steenbock, Don Bettine, John Walschinski, Troy Ness

**Running Total of Veterans' Certificates: 1193

1. Call Meeting to Order:

The meeting was called to order by Chair Bernie Erickson at 5:15 p.m.

2. Invocation by Jim Haskins.

3. Approve/Modify Agenda:

**A MOTION WAS MADE BY DUANE PIERCE, SECONDED BY JOHN MAINO TO APPROVE.
Vote taken. MOTION CARRIED UNANIMOUSLY**

4. Approve/Modify Minutes of July 19, 2011:

**A MOTION WAS MADE BY JIM HASKINS, SECONDED BY DUANE PIERCE TO APPROVE.
Vote taken. MOTION CARRIED UNANIMOUSLY**

5. Discussion re: Brown County Fair (August 20, 2011).

Jerry Polus went through the final arrangements for the Fair. He stated that 45 – 50 members of the Pulaski Band, along with several parent chaperones will arrive by bus at the South entrance of the Fairgrounds at approximately 11:15 a.m. Food vouchers will be ready to be distributed to the band director. The band's performance will last approximately 30 – 45 minutes.

Polus stated that he will be meeting with the Master of Ceremonies, Tom Mahoney, in the next several days to go over the agenda which will be as follows: welcoming remarks by Tom Mahoney, posting of colors by Duck Creek VFW, National Anthem performed by Pulaski Band, remarks by County Executive Troy Streckenbach, performance by the band, remarks by Veterans' Recognition Subcommittee Chair Bernie Erickson and drawing for door prizes which will be handled by Jim Haskin, Joe Witkowski and Jerry Polus. The entire program should last approximately 1 – 1 ¼ hours.

John Maino reported that he had spoken with several contacts with regard to getting a banner donated for the stage area; however, feedback he received was that in previous years there had been some problems displaying advertising within the Fairgrounds and therefore his contacts were reluctant to donate a banner. There will be no banner for this year, however, both Duane Pierce and Joe Witkowski stated that they had possible contacts to have banners donated and they will follow up on this for next year.

Polus also stated that he had spoken with John Walschinski who assured him that a donation was in the mail from Tweet Garot for \$750.00 to sponsor the Appreciation Day activities. This donation will cover the costs of the bus, food vouchers and door prizes.

6. Report from CVSO Jerry Polus:

CVSO Jerry Polus reported on three topics:

- ❖ He wished to thank John Maino for his help with an injured veteran who came into the Veterans Service Office in need of financial assistance. Maino was able to provide funds that had been donated by Vander Vest Cycles to this vet to assist him with his rent and help him get back on his feet.
- ❖ Second, Polus reported that the Green Bay Bull Frogs will be holding a fundraising event the weekend of August 27, 2011 and will be donating the profits which they project to be between \$4,000 - \$5,000 to the Veterans Emergency Fund.
- ❖ Finally, Polus reported that he had recently had a budget meeting with the County Executive which went very well and he felt there should not be a problem with his department remaining fully staffed.

Polus also indicated that one other item he wished to discuss was the topic of donations to this subcommittee. Chair Erickson felt that in the current economic times, it may not be feasible to go out and ask companies to make a single large donation. He shared an idea he came up with whereby the subcommittee could create a form to be presented to businesses with different donation levels, similar to a "gold, silver and bronze" type of donation system; however, he suggested a red, white and blue theme instead. He felt that allowing a donor to choose the amount they desired to donate may be a better approach than going out and asking for a single, large donation. This idea will be discussed in greater detail at a future meeting.

7. Report from Committee Members Present (Haskins, Polus, Pierce):

- ❖ Jim Haskins had several interesting tidbits of information to share with the Subcommittee, among them was:
 - That Emporia, Kansas was the founding city of Veterans Day.
 - That the Gillett High School football stadium will be named after Vietnam Vet, Franklin James Runge, killed March 12, 1968.
 - That Oklahoma has 69 different military-related license plates available, more than any other state.
- ❖ Jerry Polus reported that the next monthly veterans program at the ADRC will be on August 26 and will include a bus trip to the King VA facility and a boat cruise on the Chain of Lakes in Waupaca.
- ❖ Duane Pierce thanked John Maino for his help with the recent fundraiser at Vander Vest Harley. He also reported that the ride at Pearly Gates had raised a little more than \$53,000 for Vietnam veterans. Pierce also stated that there will be a candlelight ceremony on POW Day on September 16, 2011 at 7:00 p.m. at the POW flagpole at the Brown County Courthouse and he urged committee members to spread the word.

8. Such Other Matters as Authorized by Law.

9. Adjourn.

A MOTION WAS MADE BY JIM HASKINS, SECONDED BY DUANE PIERCE TO ADJOURN AT 5:53 P.M. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio
Recording Secretary

7e

BUDGET ADJUSTMENT REQUEST


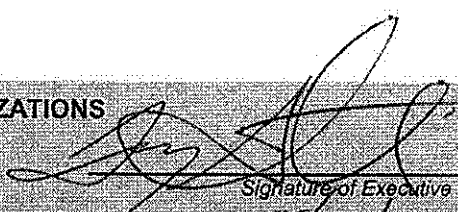
<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Category 1	Reallocation from one account to another <u>within</u> the major budget classifications.	Department Head
<input type="checkbox"/> Category 2	<input type="checkbox"/> a. Change in Outlay not requiring the reallocation of funds from another major budget classification. <input type="checkbox"/> b. Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.	County Executive County Board
<input checked="" type="checkbox"/> Category 3	<input type="checkbox"/> a. Reallocation between budget classifications other than 2b or 3b adjustments. <input checked="" type="checkbox"/> b. Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services.	County Executive County Board
<input type="checkbox"/> Category 4	Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund)	County Board
<input type="checkbox"/> Category 5	Increase in expenses with offsetting increase in revenue	County Board

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.084.001.9003	Transfer Out	1,237.50
<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.084.001.5001	Regular Earnings	1,237.50
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.064.001.9002	Transfer In	1,237.50
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.064.001.5700	Contracted Services	1,237.50

Narrative Justification:

Veterans' Services is contributing to an EAP expense paid by Human Resources for several teambuilding sessions for Veterans Department staff.

Invoice 0311-197 for 10 hours at \$165/hr (total \$1,650) and Invoice 0711-261 for 5 hours at \$165/hr (total \$825). HR paid entire amount of \$2,475 and Veterans is reimbursing ½ of the cost per agreement.

AUTHORIZATIONS	
 Signature of Department Head	 Signature of Executive
Department: <u>Veterans</u> Date: <u>8-17-11</u>	Date: <u>8/25/11</u>

**AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY
REVENUE AND EXPENSE REPORT**

8/31/2011

OPERATING EXPENSES

OPERATING EXPENSES - 2011		Amended Budget	2011 BUDGET	Y-T-D BUDGET	Y-T-D ACTUAL	Y-T-D BALANCE		
1.	Salary Expense		1,798,540	1,199,027	1,105,567.00	93,460	1.	
2.	Fringe Benefits		776,971	517,981	463,390.48	54,590	2.	
3.	Travel		9,350	6,233	4,308.80	1,925	3.	
4.	Training		10,500	7,000	5,753.83	1,246	4.	
5.	Telephone		5,350	3,567	1,255.34	2,311	5.	
6.	Postage		21,420	14,280	9,316.39	4,964	6.	
7.	Office Supplies		16,444	10,963	7,882.03	3,081	7.	
8.	Printing		5,200	3,467	3,467.83	(1)	8.	
9.	Membership/Dues		1,880	1,253	1,180.00	73	9.	
10.	Periodicals/Subscriptions		747	498	496.94	1	10.	
11.	Resource Materials & Development		3,000	2,000	1,555.37	445	11.	
12.	Translation Services		1,000	667	1,043.10	(376)	12.	
13.	Advertising/Recruitment		2,000	1,333	617.59	716	13.	
14.	Marketing		2,000	1,333	937.00	396	14.	
15.	Building Maintenance/Supplies	Page 4	17,500	11,667	8,517.44	3,149	15.	
16.	Utilities		26,000	17,333	17,860.23	(527)	16.	
17.	Volunteer Insurance		2,000	1,333	2,242.90	(910)	17.	
18.	Volunteer Recognition		2,000	1,333	446.42	887	18.	
19.	Equipment/Repairs/Maintenance		7,198	4,799	5,645.84	(847)	19.	
20.	Equipment Lease		6,040	4,027	2,415.00	1,612	20.	
21.	Supplies & Expense Budget (\$0 - \$999)	Page 5	2,000	1,333	2,704.60	(1,371)	21.	
22.	Equip Non-Outlay Budget (\$1,000 - \$4,999)	Page 5	15,800	10,533	4,539.12	5,994	22.	
23.	Building Improvements	Page 5	12,000	8,000	0.00	8,000	23.	
24.	Energy Initiatives	Page 7	62,527	62,527	41,685	72,451.00	(30,766)	24.
25.	HVAC Pneumatic Conversion	Page 7	62,060	62,060	41,373	7,931.42	33,442	25.
26.	Document Management System	Page 7	20,407	20,407	13,605	0.00	13,605	26.
27.	New World Systems Acctg Software	Page 7	34,000	34,000	22,667	24,950.00	(2,283)	27.
28.	New Building/Renovations	Page 7	411,708	411,708	51,464	371,932.00	(320,469)	28.
29.	Restricted Donations Purchases	Page 6	0	0	82.62	(83)	29.	
30.	Food Costs		581,142	387,428	376,297.40	11,131	30.	
31.	Site Rental		12,240	8,160	7,904.00	256	31.	
32.	Kitchen and Other Nutrition Supplies		26,500	17,667	15,244.60	2,422	32.	
33.	Meal Delivery (0.505)		31,264	20,843	19,734.88	1,108	33.	
34.	Senior Aide Fees		6,900	4,600	3,750.00	850	34.	
35.	Add Life Programming	Page 4	15,000	10,000	8,696.01	1,304	35.	
36.	Veterans Programs	Page 4	7,000	4,667	4,249.68	417	36.	
37.	Add Life News		2,800	1,867	1,230.41	636	37.	
38.	Audit		8,400	5,600	9,050.00	(3,450)	38.	
39.	Miscellaneous Service	Page 4	5,200	3,467	5,226.29	(1,760)	39.	
40.	Non-Operating Expense	Page 4	4,500	3,000	3,414.83	(415)	40.	
41.	Grant/Special Projects/Medical Equip	Page 4	4,000	2,667	2,549.08	118	41.	
42.	Caregiver Support		2,000	1,333	1,532.32	(199)	42.	
43.	Technology Expense		29,453	19,635	14,675.45	4,960	43.	
44.	Bank Fees		7,000	4,667	2,800.91	1,866	44.	
45.	Information Services Direct Charge		560	280	0.00	280	45.	
46.	Information Services Intra-County Expense		128,408	64,204	128,080.00	328	46.	
47.	EAP/Workman's Comp Chargebacks		6,584	3,292	11,451.00	(4,867)	47.	
48.	Central Services - Indirect Costs		123,864	61,932	123,864.00	0	48.	
49.	Facilities Chargebacks		15,000	7,500	15,000.00	0	49.	
50.	Depreciation Expense		0	0	0.00	0	50.	
51.	SUB TOTAL - OPERATING EXPENSE		4,353,457	2,633,560	2,883,241.15	(112,753)	51.	
52.	SUB TOTAL - CONTRACTS		1,110,982	768,619	735,608.72	33,011	52.	
53.	TOTAL		5,464,439	3,402,180	3,618,849.87	(79,742)	53.	

AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY
REVENUE AND EXPENSE REPORT

8/31/2011

CONTRACTS

OPERATING EXPENSES - 2011		Amended Budget	2011 BUDGET	Y-T-D BUDGET	Y-T-D ACTUAL	Y-T-D BALANCE	
54.	NEW CURATIVE REHABILITATION						54.
55.	Nutrition - Day Care Site		29,464	19,643	19,640.00	3	55.
56.	Older American's Program		364,444	242,963	242,960.00	3	56.
57.	SUB TOTAL - CURATIVE		393,908	262,605	262,600.00	5	57.
58.	Day Care Transportation		181,092	120,728	120,728.00	0	58.
59.	TOTAL CURATIVE CONTRACTS		575,000	383,333	383,328.00	5	59.
60.	OTHER TRANSPORTATION						60.
61.	American Red Cross		304,322	202,881	202,880.00	1	61.
62.	Oneida Transportation		3,600	2,400	2,700.00	(300)	62.
63.	Lamers Transport Contract		500	333	0.00	333	63.
64.	Salvation Army		10,000	6,667	4,630.27	2,036	64.
65.	Management		4,000	2,667	230.49	2,436	65.
66.	Transportation - Human Services		61,551	41,034	21,972.00	19,062	66.
67.	Rural Driver Escort		5,500	3,667	6,324.84	(2,658)	67.
68.	SUB TOTAL - TRANSPORTATION		389,473	259,649	238,737.60	20,911	68.
69.	OTHER CONTRACTS/GRANTS						69.
70.	DePere Community Center		28,716	19,144	15,131.46	4,013	70.
71.	Diet Technician		4,095	2,730	2,503.00	227	71.
72.	Fall Prevention Project		79,906	53,271	58,591.11	(5,320)	72.
73.	Benefits Specialist - Part D		15,223	10,149	15,223.00	(5,074)	73.
74.	MIPPA Program	32,671	4,000	21,781	12,446.38	9,334	74.
75.	Nutrition Outreach		14,569	9,713	8,511.00	1,202	75.
76.	Options Counseling (New Grant)	13,276	0	8,851	1,137.17	7,713	76.
77.	TOTAL OTHER CONTRACTS		146,509	125,637	113,543.12	12,094	77.
78.	TOTAL CONTRACTS		1,110,982	768,619	735,608.72	33,011	78.

BROWN COUNTY HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600



Phone (920) 448-6005 Fax (920) 448-6126

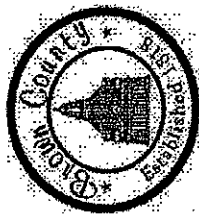
Brian Shoup, *Executive Director*

- AGENDA -

Meeting of the Human Services Committee
Wednesday, September 28, 2011

1. Executive Director's Report.
2. Financial Report for Community Treatment Center and Community Programs.
3. Monthly Inpatient Data – Community Treatment Center and Bellin Psychiatric Center.
4. Approval for New Non-Continuous Vendor.
5. Request for New Vendor Contract.
6. Monthly Contract Update.





Community Programs Budget

Through 07/31/11

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 201 - CP									
REVENUE									
Property taxes	18,664,082.00	.00	18,664,082.00	1,555,340.17	.00	10,887,381.19	7,776,700.81	58	11,104,349.06
Intergovernmental	66,281,183.00	27,482.00	66,308,665.00	2,198,469.09	.00	35,416,477.37	30,892,187.63	53	36,640,154.85
Charges for sales and services	1,992,291.00	.00	1,992,291.00	152,215.80	.00	1,303,599.79	688,691.21	65	1,200,071.17
Intergovernmental charges for services	7,719,834.00	.00	7,719,834.00	704,802.72	.00	4,464,244.19	3,255,589.81	58	5,490,665.87
Miscellaneous revenue	36,000.00	.00	36,000.00	77.25	.00	4,352.91	31,647.09	12	3,629.65
Rent	36,000.00	.00	36,000.00	3,000.00	.00	21,000.00	15,000.00	58	21,000.00
Contributions	.00	.00	.00	(3,474.50)	.00	(5,118.37)	5,118.37	+++	(7,154.31)
Charges to county departments	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	.00
Transfer in	30,000.00	2,837.00	32,837.00	2,500.00	.00	17,500.00	15,337.00	53	23,834.00
REVENUE TOTALS	\$94,779,390.00	\$30,319.00	\$94,809,709.00	\$4,602,930.53	\$0.00	\$52,109,437.08	\$42,700,271.92	55%	\$54,476,550.29
EXPENSE									
Personnel services	12,667,022.00	(33,008.00)	12,634,014.00	965,490.40	.00	6,841,964.92	5,792,049.08	54	6,919,191.74
Fringe benefits and taxes	6,484,311.00	(15,926.00)	6,468,385.00	342,996.14	.00	3,452,491.90	3,015,893.10	53	3,501,701.91
Employee costs	32,873.00	.00	32,873.00	345.00	.00	2,149.95	30,723.05	7	3,799.00
Operations and maintenance	1,432,453.00	.00	1,432,453.00	100,906.52	439.78	749,425.92	682,587.30	52	801,220.33
Insurance costs	2,000.00	.00	2,000.00	1,000.00	.00	2,000.00	.00	100	1,000.00
Utilities	36,620.00	.00	36,620.00	1,984.61	.00	14,562.21	22,057.79	40	27,040.75
Chargebacks	2,114,773.00	85,794.00	2,200,567.00	168,419.10	.00	1,211,014.66	989,552.34	55	1,191,976.34
Purchased services	69,939,898.00	.00	69,939,898.00	6,313,444.31	300.00	39,061,193.27	30,878,404.73	56	40,753,752.37
Contracted services	641,325.00	.00	641,325.00	44,277.51	.00	237,380.94	403,944.06	37	271,937.50
Medical expenses	400.00	.00	400.00	.00	.00	.00	400.00	0	.00
Judiciary Costs	125,101.00	.00	125,101.00	10,215.80	.00	66,648.00	58,453.00	53	67,004.00
Other	.00	.00	.00	.00	.00	.00	.00	+++	50,000.00
Outlay	6,500.00	.00	6,500.00	.00	.00	.00	6,500.00	0	22,319.80
Transfer out	193,658.00	7,000.00	200,658.00	(77,053.87)	.00	7,000.00	193,658.00	3	70,482.82
EXPENSE TOTALS	\$93,676,934.00	\$43,860.00	\$93,720,794.00	\$7,872,025.52	\$739.78	\$51,645,831.77	\$42,074,222.45	55%	\$53,681,426.56
Fund 201 - CP Totals									
REVENUE TOTALS	94,779,390.00	30,319.00	94,809,709.00	4,602,930.53	.00	52,109,437.08	42,700,271.92	55	54,476,550.29
EXPENSE TOTALS	93,676,934.00	43,860.00	93,720,794.00	7,872,025.52	739.78	51,645,831.77	42,074,222.45	55	53,681,426.56
Fund 201 - CP Totals	\$1,102,456.00	(\$13,541.00)	\$1,088,915.00	(\$3,269,094.99)	(\$739.78)	\$463,603.31	\$626,049.47		\$795,123.73

Brown County Human Services
Community Programs Fund balance forecast report

Special Revenue Fund: Funds used to account for the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects
Fund balance is defined by Governmental Accounting, Auditing, and Financial Reporting as the difference between assets and liabilities reported in a governmental fund

	3300.100/200 Desig Subseq Yr Exp	3300.700 Desig Cap Proj	3300.400 Reserve for Prepaid	Total
Balance as of 1/1/2011	\$ 3,888,789	\$ 1,100,000	\$ 167,725	\$ 5,156,514
Budgeted 2011 net deficit	\$ (267,269)			\$ (267,269)
EMR Project costs		\$ (1,100,000)		\$ (1,100,000)
*Projected balance as of 12/31/11	\$ 3,621,520	\$ -	\$ 167,725	\$ 3,789,245

*Note: Fund balance does not represent cash on hand
Cash is consumed by working capital requirements (i.e. Accounts Receivable)

Brown County Human Services: Community Treatment Center
Financial Statements by Classification
July 31, 2011

	Year to Date/Actual				Annual Budget				2011 Forecast				Annual Variance
	YTD Budget	YTD Budget % of Revenue	YTD Actual	YTD Actual % of Revenue	YTD Variance	Annual Budget	Budgeted % of Revenue	2011 Forecast	Forecast % of Revenue				
Revenues													
Property Tax Revenue	\$ 1,351,116	21.5%	\$ 1,851,116	21.8%	\$ (0)	\$ 3,173,342	21.4%	\$ 3,173,342	21.8%	\$	\$	\$	
Nursing Home Supplemental Funding	\$ 308,250	3.6%	\$ 338,676	4.0%	\$ 29,426	\$ 526,000	3.5%	\$ 573,730	3.9%	\$	\$	\$ 48,730	
Hospital Revenue: Self Pay	\$ 290,411	3.4%	\$ 283,300	3.3%	\$ (7,111)	\$ 509,000	3.4%	\$ 487,757	3.3%	\$	\$	\$ (12,243)	
Hospital Revenue: Other Payers	\$ 2,659,716	30.9%	\$ 2,347,970	27.7%	\$ (311,746)	\$ 4,579,228	30.9%	\$ 4,042,496	27.7%	\$	\$	\$ (536,732)	
Hospital Revenue: CTP Reimbursement	\$ 1,092,353	12.7%	\$ 1,285,126	15.1%	\$ 192,772	\$ 1,880,702	12.7%	\$ 2,203,071	16.1%	\$	\$	\$ 322,369	
Nursing Home Revenues: Private Pay	\$ 160,830	1.9%	\$ 362,920	4.3%	\$ 202,090	\$ 276,900	1.9%	\$ 624,839	4.3%	\$	\$	\$ 347,939	
Nursing Home Revenues: Medicaid & Medicare	\$ 1,921,589	22.3%	\$ 1,705,551	20.1%	\$ (216,038)	\$ 3,308,397	22.3%	\$ 2,936,444	20.1%	\$	\$	\$ (371,953)	
Miscellaneous Revenue	\$ 17,661	0.2%	\$ 16,052	0.2%	\$ (1,609)	\$ 30,390	0.2%	\$ 27,518	0.2%	\$	\$	\$ (2,872)	
Rent	\$ 83,580	1.0%	\$ 85,355	1.0%	\$ 1,775	\$ 143,280	1.0%	\$ 143,280	1.0%	\$	\$	\$	
Charges to County Departments	\$ 224,261	2.6%	\$ 213,056	2.5%	\$ (11,205)	\$ 386,109	2.6%	\$ 365,239	2.5%	\$	\$	\$ (20,870)	
Transfer In: HR retirees	\$ -	0.0%	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	\$	\$	\$	
Transfer In	\$ -	0.0%	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	\$	\$	\$	
Total Revenue	\$ 8,607,757	100.0%	\$ 8,486,121	100.0%	\$ (121,636)	\$ 14,803,343	100.0%	\$ 14,577,715	100.0%	\$	\$	\$ (225,628)	
Expenses													
Wages	\$ 4,363,861	50.7%	\$ 4,497,313	53.0%	\$ (133,452)	\$ 7,513,252	50.8%	\$ 7,728,384	53.0%	\$	\$	\$ (215,132)	
Fringe Benefits	\$ 1,946,373	22.6%	\$ 1,891,617	22.3%	\$ 54,756	\$ 3,351,066	22.6%	\$ 3,256,793	22.3%	\$	\$	\$ 94,273	
Employee costs	\$ 9,293	0.1%	\$ 3,665	0.0%	\$ 5,628	\$ 16,000	0.1%	\$ 6,310	0.0%	\$	\$	\$ 9,690	
Operations & Maintenance	\$ 370,241	4.3%	\$ 322,816	3.8%	\$ 47,426	\$ 637,444	4.3%	\$ 555,780	3.8%	\$	\$	\$ 81,664	
Insurance	\$ 31,025	0.4%	\$ 13,943	0.2%	\$ 17,082	\$ 53,416	0.4%	\$ 23,902	0.2%	\$	\$	\$ 29,513	
State Assessment	\$ 74,792	0.9%	\$ 74,970	0.9%	\$ (178)	\$ 128,770	0.9%	\$ 128,520	0.9%	\$	\$	\$ 250	
Utilities	\$ 7,551	0.1%	\$ 4,966	0.1%	\$ 2,585	\$ 13,000	0.1%	\$ 8,546	0.1%	\$	\$	\$ 4,454	
Charge backs	\$ 1,176,198	13.7%	\$ 1,064,617	12.6%	\$ 111,581	\$ 2,016,339	13.6%	\$ 1,925,058	13.2%	\$	\$	\$ 91,281	
Contracted Services	\$ 331,626	3.9%	\$ 359,800	4.2%	\$ (28,174)	\$ 570,960	3.9%	\$ 619,467	4.2%	\$	\$	\$ (48,507)	
Medical Expenses	\$ 247,024	2.9%	\$ 200,685	2.4%	\$ 46,339	\$ 425,300	2.9%	\$ 380,519	2.6%	\$	\$	\$ 44,781	
Cost of Sales	\$ 4,066	0.0%	\$ 1,879	0.0%	\$ 2,187	\$ 7,000	0.0%	\$ 3,235	0.0%	\$	\$	\$ 3,765	
Interest expense	\$ 263	0.0%	\$ 373	0.0%	\$ (111)	\$ 450	0.0%	\$ 449	0.0%	\$	\$	\$ 1	
Depreciation	\$ 296,223	3.4%	\$ 289,290	3.5%	\$ (3,068)	\$ 507,810	3.4%	\$ 513,083	3.5%	\$	\$	\$ (5,259)	
Transfer out-wages	\$ 44,057	0.5%	\$ 41,699	0.5%	\$ 2,358	\$ 75,852	0.5%	\$ 71,484	0.5%	\$	\$	\$ 4,368	
Disposition of Fixed Assets	\$ -	0.0%	\$ -	0.0%	\$ -	\$ -	0.0%	\$ -	0.0%	\$	\$	\$	
Total Expenses	\$ 8,902,591	103.4%	\$ 8,777,551	103.4%	\$ 124,940	\$ 15,316,558	103.5%	\$ 15,201,526	104.3%	\$	\$	\$ 115,032	
Net Excess (Deficit)	\$ (294,834)	-3.4%	\$ (291,430)	-3.4%	\$ 3,304	\$ (513,310)	-3.5%	\$ (623,811)	-4.3%	\$	\$	\$ (110,501)	
Levy Impact (unfavorable) favorable	\$ 1,388	\$	\$ 7,760	\$	\$ 6,372	\$ (5,500)	\$	\$ (110,742)	\$	\$	\$	\$ (105,242)	

Notes:

Revenues
Hospital Revenue: Other Payers
Nursing Home Revenues: Private Pay
Nursing Home Revenues: Medicaid & Medicare

is 3.2% less than projection due to providing 611 less days of service than budgeted
NH private pay days are double the number budgeted
Medicaid & Medicare NH revenues are down by 2.2% from budget due to providing 557 less days of service than projected
This amount is offset by an increase in the Medicaid Nursing Home daily rate

Expenses
Charge backs
Salaries

The facilities' charge back is less than budgeted, but this is due to timing, an estimated adjustment was made in the annual forecast.
Total includes facility salaries/fringe to be moved from the CTC books, an estimated adjustment was made in the annual projection

Brown County Human Services
Community Treatment Center Net Asset report

Enterprise Fund: Funds used to account for services provided on a total or partial cost recovery basis to parties outside the government
Fund balance is defined by Governmental Accounting, Auditing, and Financial Reporting as the difference between assets and liabilities reported in a governmental fund

	Unrestricted	Invest in Capital	Total
Balance as of 1/1/2011	\$ 2,696,085	\$ 18,996,249	\$ 21,692,333
Forecast 2011 net deficit	\$ (623,811)		\$ (623,811)
			\$ -
			\$ -
			\$ -
*Projected Net Assets as of 12/31/11	\$ 2,072,274	\$ 18,996,249	\$ 21,068,522

*Note: Net Assets do not represent cash on hand as the CTC produces negative cash-flow
Cash is consumed by working capital requirements (i.e. Accounts Receivable and Inventory)

Brown County
EMR Project Cost analysis
Costs thru June 2011

	<u>Actual/Estimated Project Cost</u>	<u>Actual Spent thru June</u>
Less: Expenses incurred		
2009 Actual	\$ 216,349	\$ 216,349
2010 Actual	\$ 118,696	\$ 118,696
2011 Estimated	\$ 1,857,142	\$ 428,075
2012 Estimated	\$ 290,901	
 Total	 <u>2,483,088</u>	 <u>763,121</u>

BROWN COUNTY COMMUNITY TREATMENT CENTER

STATISTICS FOR AUGUST 2011

ADMISSIONS	August	Year to Date 2011	Year to Date 2010
Voluntary - Mental Illness	3	47	53
Voluntary - Alcohol	4	49	50
Voluntary - AODA/Drug	2	8	4
Police Protective Custody - Alcohol	58	344	281
Commitment - Alcohol	0	0	0
Commitment - Drug	0	0	0
Court-Ordered Evaluation	0	0	0
Emergency Commitment - Alcohol	0	1	1
Emergency Detention - Drug	0	0	0
Emergency Detention - Mental Illness	90	700	733
Court Order Prelim. - Mental Illness	0	1	3
Court Order Prelim. - Alcohol	2	8	10
Court Order for Final Hearing	0	2	1
Commitment - Mental Illness	0	0	1
Return from Conditional Release	15	99	129
Court Order Prelim. - Drug	0	0	3
Other	0	8	2
TOTAL	174	1267	1271

ADMISSIONS BY UNITS	August	Year to Date 2011	Year to Date 2010
Nicolet	174	1269	1270
TOTAL	174	1269	1270

ADMISSIONS BY COUNTY	August	Year to Date 2011	Year to Date 2010
Brown	106	877	854
Door	6	33	36
Kewaunee	8	34	41
Oconto	12	72	51
Marinette	4	37	40
Shawano	9	45	30
Waupaca	2	9	18
Menominee	5	22	17
Outagamie	7	31	26
Manitowoc	8	84	120
Winnebago	0	1	5
Other	7	24	32
TOTAL	174	1269	1270

NEW ADMISSIONS	August	Year to Date 2011	Year to Date 2010
Nicolet	74	487	529
TOTAL	74	487	529

READMIT WITHIN 30 DAYS	August	Year to Date 2011	Year to Date 2010
Nicolet	32	226	224
TOTAL	32	226	224

AVERAGE DAILY CENSUS	August	Year to Date 2011	Year to Date 2010
Nicolet	22	20	24
TOTAL	22	20	24

INPATIENT SERVICE DAYS	August	Year to Date 2011	Year to Date 2010
Nicolet	676	4934	5758
TOTAL	676	4934	5758

BED OCCUPANCY	August	Year to Date 2011	Year to Date 2010
Nicolet	59%	55%	113%
TOTAL (37 Beds)	59%	55%	113%

DISCHARGES	August	Year to Date 2011	Year to Date 2010
Nicolet	178	1256	1266
TOTAL	178	1256	1266

DISCHARGE DAYS	August	Year to Date 2011	Year to Date 2010
Nicolet	748	5101	5764
TOTAL	748	5101	5764

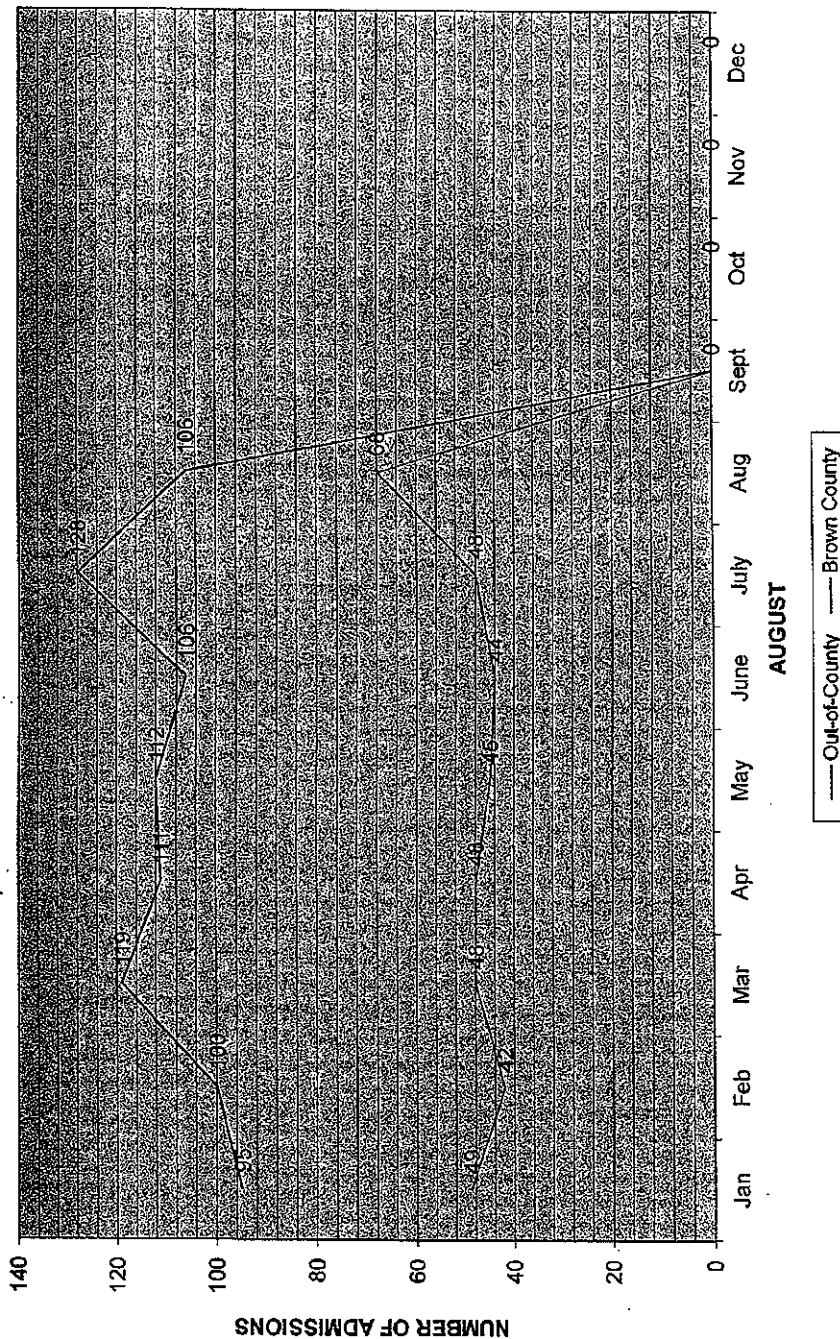
AVERAGE LENGTH OF STAY	August	Year to Date 2011	Year to Date 2010
Nicolet	4	4	5
TOTAL	4	4	5

AVERAGE LENGTH OF STAY BY COUNTY	August	Year to Date 2011	Year to Date 2010
Brown	4	4	4
Door	5	5	5
Kewaunee	3	5	4
Oconto	4	4	5
Marinette	3	4	5
Shawano	5	4	4
Waupaca	2	3	2
Menominee	6	4	3
Outagamie	6	5	3
Manitowoc	7	5	7
Winnebago	0	0	15
Other	1	2	6
TOTAL	4	4	5

In/Outs

Current YTD 2010
19 112 129

BROWN CO. VS. OUT-OF-COUNTY ADMISSIONS- AUGUST, 2011
NICOLET PSYCHIATRIC CENTER



September 6, 2011

Brian Shoup
Director of Community Services
Brown County Human Services
111 N. Jefferson St
P O Box 22188
Green Bay WI 54305-2188

Dear Mr Shoup:

Thank you for agreeing to present this information to the Brown County Board of Supervisors.

I have attached an Excel spreadsheet that shows the daily census on the Adolescent Unit per addendum to the memorandum of understanding. Bellin Psychiatric Center did not transfer any involuntary adolescents to other institutions, nor were any admissions refused in the month of August.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Sharla Baenen, RN MSN
President of Bellin Psychiatric Center

**BROWN COUNTY
ADOLESCENT CENSUS
AUGUST 2011**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Day 1 - 6		1-Aug	2-Aug	3-Aug	4-Aug	5-Aug	6-Aug
Other		1	2	3	3	2	3
Brown County Voluntary		0	0	0	0	0	0
Brown County Involuntary		0	2	1	3	3	3
Total		Total	0 Total	4 Total	6 Total	5 Total	6 Total
Day 7 - 13	7-Aug	8-Aug	9-Aug	10-Aug	11-Aug	12-Aug	13-Aug
Other	3	5	3	4	4	6	4
Brown County Voluntary	0	0	1	1	1	0	0
Brown County Involuntary	3	3	3	4	2	2	1
Total	6 Total	8 Total	7 Total	9 Total	7 Total	8 Total	5 Total
Day 14 - 20	14-Aug	15-Aug	16-Aug	17-Aug	18-Aug	19-Aug	20-Aug
Other	5	6	6	8	5	7	3
Brown County Voluntary	0	0	1	2	2	3	3
Brown County Involuntary	1	1	1	1	1	1	2
Total	6 Total	7 Total	8 Total	11 Total	8 Total	11 Total	8 Total
Day 21 - 27	21-Aug	22-Aug	23-Aug	24-Aug	25-Aug	26-Aug	27-Aug
Other	3	4	6	4	2	4	5
Brown County Voluntary	3	3	3	1	0	0	0
Brown County Involuntary	1	2	2	2	1	0	1
Total	7 Total	9 Total	11 Total	7 Total	3 Total	4 Total	6 Total
Day 28 - 31	28-Aug	29-Aug	30-Aug	31-Aug			
Other	4	5	4	4			
Brown County Voluntary	1	1	1	1			
Brown County Involuntary	4	4	5	5			
Total	9 Total	10 Total	10 Total	10 Total			

TO: Human Service Committee Members

FROM: Jill Rowland
Contract & Provider Relations Manager

DATE: September 19, 2011

REQUEST FOR NEW NON-CONTINUOUS VENDOR			
VENDOR	SERVICES	DATE REQUESTED	DATE APPROVED
Allcox, Cynthia	Family Support	1/3/11	2/16/11
Nizzia, Abbie	Family Support	1/3/11	2/16/11
Kids Castle LLC	Daycare	1/3/11	2/16/11
Growing Green Child Dev. Center	Daycare	1/3/11	2/16/11
Shopko RX Care	Pharmacy Services	2/11/11	3/16/11
Schuessler, Judith	Mileage	2/18/11	4/20/11
Dhalwal, Tina	CTC Services	2/24/11	4/20/11
Small Jr., Alan	Respite	2/24/11	4/20/11
Forgetting the Pill.com	Supplies	3/7/11	4/20/11
Koss, Tana S.	Respite	3/9/11	4/20/11
Schwarz, Jennifer J.	Respite	3/9/11	4/20/11
Otter Products, LLC	Supplies	3/23/11	5/18/2011
CESA #6	Registration	3/23/11	5/18/2011
EZ Way Inc.	Supplies	4/1/11	5/18/2011
Rinehart, William	Family Support	4/13/11	5/18/2011
Watters Plbg Inc.	Repair	4/13/11	5/18/2011
Hagerty, Erin	Family Support	4/13/11	5/18/2011
Patricia Miles Patterson, MSSW	Consult	4/13/11	5/18/2011
Klarkowski, Debra	Respite	4/26/11	5/18/2011
The Doc At Your Door, LLC	Assessment	4/26/11	5/18/2011
Learned, Carol	Mileage	4/26/11	5/18/2011
Konyn, Emily	Mileage	5/2/11	5/18/2011
Kumrah, Raj K.	Rent	6/20/11	7/20/2011
Strope, Melanie	Respite	6/21/11	7/20/2011
Foxcroft Apartments	Rent	6/21/11	7/20/2011
Smet, Joseph	Supportive Home Care	6/22/11	7/20/2011
Waushara County Department of Human Services	Case Management	8/17/11	
GZ Properties LLC	Security Deposit	8/17/11	

TO: Human Services Committee Members

FROM: Jill Rowland
Contract & Provider Relations Manager

DATE: September 19, 2011

REQUEST FOR NEW VENDOR CONTRACT				
VENDOR	SERVICES	CONTRACT AMOUNT	DATE REQUESTED	DATE APPROVED
Rogers Adult Family Home	Adult Family Home	\$35,601	1/14/11	2/16/11
Goltz Adult Family Home	Adult Family Home	\$19,840	2/22/11	4/20/11
Crestwood Healthcare	CBRF	\$50,000	3/1/11	4/20/11
Head Adult Family Home	Adult Family Home	\$35,000	3/7/11	4/20/11
Levy Adult Family Home	Adult Family Home	\$13,371	3/23/11	5/18/2011
Warren, John T. MD LLC	Medical Services	\$150,000	4/1/11	5/18/2011
Green Bay Transit Commission	Paratransit	\$75,000	4/26/11	5/18/2011
Parker Adult Family Home	Adult Family Home	\$25,000	5/5/11	5/18/2011

2011 Contract Status Log

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Agency	Original Contract Amount	Amdt #1	Amdt #2	Amdt #3	Updated Contract Amount
AC MANAGEMENT	\$300,000				\$300,000
ADAMS AFH	\$63,746	\$2,772			\$66,518
ADULT CARE LIVING OF NE WI	\$97,095				\$97,095
AGING & DISAB RESOURCE CENTER OF BC	\$55,000				\$55,000
AID RESOUCCE CENTER OF WISCONSIN	\$22,500				\$22,500
AMERICAN FOUNDATION OF COUNSELING SERVICES	\$100,000				\$100,000
ANDERSON RECEIVING HOME	\$28,281				\$28,281
ANGELS BY THE BAY DBA VISITING ANGELS	\$33,116				\$33,116
ANGELS TOUCH ASSISTED LIVING	\$1,000,000				\$1,000,000
ANU FAMILY SERVICES, INC. (FORMERLY PATH)	\$250,000				\$250,000
APPLIED BEHAVIOR ANALYSTS LLC	\$10,000				\$10,000
ARNOLD RECEIVING HOME	\$59,691				\$59,691
ARTS AFH	\$28,656				\$28,656
ASPIRO INC	\$3,080,730	\$0	\$0	\$0	\$3,080,730
AT HOME ANGELS	\$106,858				\$106,858
BELLIN PSYCHIATRIC CENTER	\$10,000				\$10,000
BERGER AFH	\$63,000	\$2,700	\$10,250		\$75,950
BETHESDA	\$10,000	\$36,937			\$46,937
BEYOND ABILITIES					\$0
BIRCH CREEK	\$598,467				\$598,467
BISHOPS COURT	\$547,851				\$547,851
BOLL ADULT CARE CONCEPTS	\$572,772				\$572,772
BORCHERS AFH	\$60,067	\$323			\$60,391
BORNEMANN NURSING HOME	\$87,861				\$87,861
BRAZEAU AFH	\$13,140				\$13,140
BROTOLOC HEALTH CARE SYSTEMS	\$1,011,483				\$1,011,483
BRUNETTE AFH	\$54,360				\$54,360
BRUSS SUPPORTIVE COMMUNITY LIVING	\$271,500				\$271,500
BUSSE AFH	\$66,324				\$66,324
CADDY AFH	\$19,431				\$19,431
CAPELLE AFH	\$56,532				\$56,532
CAPPS/KALISHEK AFH	\$47,659				\$47,659
CARE FOR ALL AGES	\$163,251				\$163,251
CARRINGTON MANOR ASSISTED LIVING	\$66,567				\$66,567
CASA OF BROWN COUNTY, INC.	\$18,000				\$18,000
CATHOLIC CHARITIES	\$183,600				\$183,600
CENTURY RIDGE, INC.	\$438,960				\$438,960
CEREBRAL PALSY INC.	\$1,422,800	\$0			\$1,422,800
CHILDRENS SERVICE SOCIETY	\$25,000				\$25,000
CHRISTENSEN AFH	\$14,263				\$14,263
CLARITY CARE INC	\$2,070,869	\$0			\$2,070,869
CLINICARE CORPORATION	\$25,000				\$25,000
COMFORT KEEPERS INC	\$400,000	\$0			\$400,000
COMMUNITY CARE RESOURCES/PROGRAMS	\$100,000				\$100,000
COMPANION CARE INC	\$90,000				\$90,000
COMPASS DEVELOPMENT	\$1,236,991				\$1,236,991
COUNTRY LIVING	\$436,742				\$436,742
CRESTWOOD HEALTH CARE	\$50,000				\$50,000
DEATHERAGE-VELEKE AFH	\$42,972				\$42,972
DEBAERE AFH	\$67,512				\$67,512
DEER PATH ESTATES, INC.	\$180,000				\$180,000
DORN AFH	\$44,489				\$44,489
DUNGARVIN WISCONSIN LLC	\$550,000				\$550,000
DYNAMIC FAMILY SOLUTIONS	\$10,000				\$10,000
EAST SHORE INDUSTRIES	\$62,500				\$62,500

2011 Contract Status Log

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Agency	Original Contract Amount	Amdt #1	Amdt #2	Amdt #3	Updated Contract Amount
ELSNER AFH	\$22,111				\$22,111
ENCOMPASS CHILD CARE	\$111,172				\$111,172
ENGBERG AFH	\$39,216				\$39,216
ETHAN HOUSE	\$250,000				\$250,000
FAMILIES HELPING FAMILIES	\$3,000				\$3,000
FAMILY SERVICE OF NORTHEAST WI, INC.	\$1,905,531				\$1,905,531
FAMILY TRAINING PROGRAM	\$350,000				\$350,000
FENLON AFH	\$17,256	\$1,800			\$19,056
FRIENDSHIP MANOR INC.	\$362,746				\$362,746
G & I OCHS INC.	\$1,257,018				\$1,257,018
GAUGER AFH	\$32,148				\$32,148
GERI CARE CABIN LLC	\$36,825				\$36,825
GJT LLC	\$63,125				\$63,125
GOLDEN HOUSE	\$92,306				\$92,306
GOLTZ AFH	\$18,940	\$0	\$10,732		\$29,672
GONZALEZ AFH	\$73,572	\$2,033			\$75,604
GOODWILL INDUSTRIES	\$71,000				\$71,000
GOODWILL INDUSTRIES DBA BEYOND BOUND(AUTISM)	\$129,822				\$129,822
GRACYALNY, SUE	\$70,000				\$70,000
GREEN BAY TRANSIT COMMISSION	\$75,000				\$75,000
GRONSETH AFH	\$43,848				\$43,848
HANDISHOP INDUSTRIES INC.	\$5,000				\$5,000
HARMONY LIVING CENTERS LLC	\$116,596				\$116,596
HEAD AFH	\$3,300	\$10,957			\$14,257
HELPING HANDS CAREGIVERS	\$100,000				\$100,000
HIETPAS AFH	\$18,718				\$18,718
HILL AFH	\$23,858				\$23,858
HOEFT AFH	\$40,812	\$0			\$40,812
HOFF AFH	\$61,482	\$7,631			\$69,113
HOME INSTEAD SENIOR CARE	\$388,683				\$388,683
HOMES FOR INDEPENDENT LIVING	\$5,285,205				\$5,285,205
IMPROVED LIVING SERVICES	\$764,655	\$0			\$764,655
INFINITY CARE INC	\$202,214				\$202,214
INNOVATIVE COUNSELING(AUTISM)	\$28,452				\$28,452
INNOVATIVE SERVICES	\$11,801,946	\$185,000	\$0		\$11,986,946
INTEGRATED COMMUNITY SERVICES(Oct-Sept contract)	\$277,245	\$38,708	\$28,525		\$344,478
INTEGRATED DEVELOPMENT SERVICES	\$10,000				\$10,000
INTERIM HEALTHCARE	\$5,180				\$5,180
INTERIM HEALTHCARE STAFFING	\$40,000				\$40,000
J & DEE INC.	\$1,425,483				\$1,425,483
JACKIE NITSCHKE CENTER	\$150,000				\$150,000
KAKUK AFH	\$30,986				\$30,986
KCC FISCAL AGENT SERVICES	\$4,800,000	\$0			\$4,800,000
KINDRED HEARTS	\$431,745				\$431,745
KLECZKA-VOGEL AFH	\$77,376				\$77,376
KLEIN, DR. (AUTISM)	\$295,020				\$295,020
KUSKE AFH	\$60,517				\$60,517
LAMERS BUS LINES, INC.	\$670,503				\$670,503
LAURENT AFH	\$75,820				\$75,820
LEVY AFH	\$13,371				\$13,371
LISKA, JOANN	\$5,000				\$5,000
LUTHERAN SOCIAL SERVICES	\$1,907,325	\$0			\$1,907,325
LUTHERAN SOCIAL SERVICES-HOMME	\$125,000				\$125,000
LYONS, KATHLEEN	\$135,064				\$135,064
MACHT VILLAGE PROGRAMS INC	\$750,000				\$750,000

2011 Contract Status Log

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Agency	Original Contract Amount	Amdt #1	Amdt #2	Amdt #3	Updated Contract Amount
MALINSKI AFH	\$34,895	\$19,170			\$54,065
MALONE AFH	\$25,068				\$25,068
MARATHON YOUTH SERVICES	\$10,000				\$10,000
MARLA VIST MANOR ASSISTED LIVING	\$205,800				\$205,800
MCCORMICK MEMORIAL HOME	\$78,108				\$78,108
MCLAREN JACK AFH	\$19,524	\$20,800	\$8,008		\$48,332
MEDI-VANS	\$150,000				\$150,000
MELOHN AFH	\$38,004				\$38,004
MHYDUKE COUNSELING LLC	\$5,000				\$5,000
MILQUETTE AFH	\$21,528				\$21,528
MOMMAERTS RECEIVING HOME	\$28,281				\$28,281
MOORE AFH	\$21,876				\$21,876
MOORING PROGRAMS INC	\$40,000				\$40,000
MY BROTHERS KEEPER	\$2,500				\$2,500
MYSTIC HOMES	\$68,730	\$0	\$0		\$68,730
NEMETZ AFH	\$54,426				\$54,426
NEW COMMUNITY SHELTER*	\$40,000				\$40,000
NEW CURATIVE REHABILITATION	\$1,534,302	\$0			\$1,534,302
NEWCAP INC.	\$6,807				\$6,807
NEW VIEW INDUSTRIES	\$27,000				\$27,000
NEW VISIONS TREATMENT HOMES OF WI, INC	\$75,000				\$75,000
NORTHWEST PASSAGE LTD	\$75,000				\$75,000
NOVA COUNSELING SERVICES	\$20,000				\$20,000
OCONNOR AFH	\$31,212	\$9,344			\$40,556
OPTIONS LAB INC	\$10,000				\$10,000
OPTIONS TREATMENT	\$320,000				\$320,000
ORLICH AFH	\$94,382				\$94,382
OSTAPYUK AFH	\$44,484				\$44,484
PANTZLAFF AFH	\$73,000	\$0			\$73,000
PARAGON INDUSTRIES	\$720,000	\$0			\$720,000
PARENTEAU AFH	\$41,964				\$41,964
PARKER AFH	\$28,000				\$28,000
PARMENTIER AFH	\$8,500				\$8,500
PIANTEK RECEIVING HOME	\$28,281				\$28,281
PNUMA HEALTH CARE	\$200,000				\$200,000
PREVEA	\$47,189				\$47,189
PRODUCTIVE LIVING SYSTEMS	\$569,220	\$0			\$569,220
RAVENWOOD BEHAVIORAL HEALTH	\$50,000				\$50,000
REBEKAH HAVEN	\$100,000				\$100,000
REHAB RESOURCES	\$120,000	\$0			\$120,000
REM-WISCONSIN II, INC.	\$1,801,680	\$0			\$1,801,680
RESCARE WISCONSIN INC	\$24,909	\$0			\$24,909
RIGHT AT HOME	\$20,000				\$20,000
ROGERS AFH	\$35,601	\$3,234			\$38,835
SAMARITAN COUNSELING CENTER	\$75,000				\$75,000
SCHAUMBERG, LAURIE	\$15,618				\$15,618
SCHILLMAN AFH	\$21,924				\$21,924
SCHNEIDER WILLIAM AFH	\$22,548				\$22,548
SCHULTZ AFH	\$102,069				\$102,069
SHORT AFH	\$39,250				\$39,250
SKORCZEWSKI AFH	\$18,660				\$18,660
SLAGHT AFH	\$66,627	\$724			\$67,351
SMET AFH	\$53,194	\$1,360	\$0		\$54,554
SOUTHERN HOME CARE	\$50,334				\$50,334
ST. CLAIR AFH	\$19,060				\$19,060

2011 Contract Status Log

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Agency	Original Contract Amount	Amdt #1	Amdt #2	Amdt #3	Updated Contract Amount
ST. VINCENT	\$397,218		\$0		\$397,218
STARR/DINGER AFH	\$23,700				\$23,700
TANZI AFH	\$83,854				\$83,854
TIPLER AFH	\$61,080				\$61,080
TREML, JENNIFER AFH	\$62,508	\$0			\$62,508
TREML, CARL AFH	\$39,624				\$39,624
TREMPEALEAU CO HEALTH CARE	\$200,000				\$200,000
TRUDELL AFH	\$43,440				\$43,440
VALLEY PACKAGING INC.	\$21,700				\$21,700
VERBONCOUER AFH	\$41,635	\$0	\$2,272	\$2,500	\$46,407
VILLA HOPE	\$1,457,487				\$1,457,487
WARREN, JOHN MD	\$150,000				\$150,000
WAUSAUKEE ENTERPRISES	\$22,175				\$22,175
WEBER RECEIVING HOME	\$28,281				\$28,281
WEYENBERG AFH	\$67,811	\$3,456			\$71,267
WILLOWCREEK AFH	\$466,458				\$466,458
WILLOWGLEN ACADEMY	\$30,000				\$30,000
WISCONSIN EARLY AUTISM PROJECT	\$701,025				\$701,025
YU AFH	\$16,198				\$16,198
ZAMBON AFH	\$20,592				\$20,592
ZIELKE, JON AFH	\$32,334				\$32,334
ZIESMER AFH	\$76,453				\$76,453
TOTAL	\$63,054,956	\$346,949	\$59,787	\$2,500	\$63,464,191
2011 Contracts Sent:	186				
2011 Contracts Returned:	185				